

CAPITAL CITY DEVELOPMENT CORPORATION
Board of Commissioners Meeting
Conference Room, Fifth Floor, 121 N. 9th Street
May 11, 2015 12:00 p.m.

A G E N D A

I. **CALL TO ORDER**.....Chairman Hale

II. **AGENDA CHANGES/ADDITIONS**.....Chairman Hale

III. **CONSENT AGENDA**

- A. Expenses
 - 1. 2nd Quarter Financial Report
 - 2. Approval of Paid Invoice Report – April 2015
- B. Minutes and Reports
 - 1. Approval of Meeting Minutes from April 13, 2015
 - 2. Approval of Work Session Minutes from April 27, 2015
 - 3. Approval of Meeting Minutes from April 27, 2015

IV. **ACTION ITEM**

- A. CONSIDER: Ada County Assessor's Annual Report (10 minutes).....Bob McQuade
- B. CONSIDER: Approval of Wayfinding System Final Design & Color Group (10 minutes)
.....Matt Edmond
- C. CONSIDER: Resolution No. 1388 awarding contract for 2015 Waterproofing Project - Capitol Terrace Parking Garage (5 minutes).....Mary Watson

V. **INFORMATION/DISCUSSION ITEMS**

- A. 1401 & 1413 W. Idaho Street RFQ/P Review..... Shellan Rodriguez
- B. Parking Work Plan.....Max Clark
- C. Grove Plaza 2.0 Brick Engraving Program.....Doug Woodruff
- D. Operations Report.John Brunelle

VI. **EXECUTIVE SESSION** 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 67-2345(1)(f)]

VII. **ADJOURN**

This meeting is being conducted in a location accessible to those with physical disabilities. Participants may request reasonable accommodations, including but not limited to a language interpreter, from CCDC to facilitate their participation in the meeting. For assistance with accommodation, contact CCDC at 121 N. 9th St, Suite 501 or (208) 384-4264 (TTY Relay 1-800-377-3529)

Capital City Development Corp
ACH & Cash Disbursements Report
For the Period 4/1/15 through 4/30/15

Board Officer Review

Payee	Description	ACH Date	Amount
Ampco Parking:			
Monthly Parkers ACH	Payments from Monthly Parkers	4/7/2015	(10,157.00)
Ampco	Parking Operations & Admin Exp - March	4/22/2015	139,184.89
Payroll:			
EFTPS - IRS	Federal Payroll Taxes	4/1/2015	10,630.54
Idaho State Tax Commission	State Payroll Taxes	4/1/2015	1,886.00
CCDC Employees	Direct Deposits Net Pay	4/10/2015	27,679.46
EFTPS - IRS	Federal Payroll Taxes	4/10/2015	10,745.20
Idaho State Tax Commission	State Payroll Taxes	4/10/2015	1,904.00
CCDC Employees	Direct Deposits Net Pay	4/10/2015	27,826.07
PERSI	Retirement Payment	4/10/2015	10,328.44
EFTPS - IRS	Federal Payroll Taxes	4/24/2015	10,587.36
Idaho State Tax Commission	State Payroll Taxes	4/24/2015	1,871.00
CCDC Employees	Direct Deposits Net Pay	4/24/2015	27,530.08
PERSI	Retirement Payment	4/24/2015	10,241.04
Idaho State Tax Commission	SUTA Payment	4/22/2015	3,059.23
Other:			
Valley Regional Transit	Local Match MMC	4/1/2015	122,617.78
Valley Regional Transit	MMC Expense	4/1/2015	1,610.72
Credit Card	Credit Card	4/10/2015	5,954.23
Paid Invoice's	Other Paid Invoice's	April 2015	867,946.77
Total Paid Invoices	Total Checks and Electronic payments		998,129.50
Grand Totals			Total ACH Transfer
			<u>\$ 1,271,445.81</u>

Reviewed by:
Finance Director

Date:

5/7/15

Reviewed by:
Executive Director

Date:

5/7/15

Reviewed by:
Board Member

Date:

5/7/15

Report Criteria:

Detail report type printed

[Report]. Check Issue Date = 04/01/2015-04/30/2015

Vendor Number	Name	Invoice Number	Description	Invoice Date	Check Amount	Check Number	Check Issue Date
3799	Acord, Celine	04.12.2015	Kitchen Supplies	04/12/2015	9.84	10120	04/14/2015
Total 3799:					9.84		
1097	Advanced Sign Design	0059317-IN	8th Street Closed Signcad	04/07/2015	2,360.00	61028	04/24/2015
		0059317-IN	CCDC @ WORK A-Frame	04/07/2015	2,500.00	61028	04/24/2015
Total 1097:					4,860.00		
1139	American Cleaning Service	40515	Event Cleaning March - Tr	03/31/2015	304.00	60993	04/09/2015
Total 1139:					304.00		
3559	Aurora Technical Consultin	1860	Cloud storage	04/01/2015	320.40	60994	04/09/2015
		1875	PC/monitors-Contracts	04/08/2015	412.78	60994	04/09/2015
		1875	PC/monitors- Project Mana	04/08/2015	412.78	60994	04/09/2015
Total 3559:					1,145.96		
1292	Berryhill & Co.	11733	Board Meeting lunches	04/10/2015	105.50	61029	04/24/2015
Total 1292:					105.50		
1316	Blue Cross of Idaho	1506100007	Health Insurance	04/01/2015	13,384.62	60966	04/01/2015
Total 1316:					13,384.62		
1331	Boise Centre	8031-IN	Grove Maintenance	04/01/2015	2,450.00	Multiple	04/10/2015
Total 1331:					2,450.00		
1385	Boise City Utility Billing	0584042003	1401 W Idaho St #0584042	04/01/2015	68.68	61030	04/24/2015
Total 1385:					68.68		
1418	Boise Metro Chamber of C	5754694	Mayors State of City Table	01/12/2015	650.00	60967	04/01/2015
		5754858	Regional Leadership Conf	01/20/2015	1,000.00	60967	04/01/2015
		5755704	Annual Membership Dues	04/01/2015	400.00	60967	04/01/2015
Total 1418:					2,050.00		
1424	Boise Office Equip - Servic	IN416851	Copier maintenance	04/01/2015	280.00	60995	04/09/2015
Total 1424:					280.00		
3910	Chen, Joey	04.10.2015	Health Insurance Reimburs	04/10/2015	583.88	10118	04/10/2015
Total 3910:					583.88		
3909	City of Many Trees LLC	APRIL2015	Rent and NNN	04/02/2015	1,893.00	Multiple	Multiple
		APRIL2015	Security Deposit	04/02/2015	1,148.00	Multiple	Multiple

Vendor Number	Name	Invoice Number	Description	Invoice Date	Check Amount	Check Number	Check Issue Date
Total 3909:					3,041.00		
1643	Community Planning Asso	215068	FY15 3rd qtr Membership	04/01/2015	2,025.00	60996	04/09/2015
Total 1643:					2,025.00		
1703	CSHQA	27130	On-Call Pro. Services Agre	03/31/2015	800.00	61031	04/24/2015
Total 1703:					800.00		
3719	Diamond Contractors LLC	DRAW #5	2014 Streetscapes-Old Boi	03/30/2015	15,806.92	60997	04/09/2015
Total 3719:					15,806.92		
1787	Downtown Boise Associati	1217	CD Clean Team	03/31/2015	2,193.63	60998	04/09/2015
		1217	RM Clean Team	03/31/2015	1,491.67	60998	04/09/2015
		1217	WS Clean Team	03/31/2015	701.96	60998	04/09/2015
		1218	8th St Clean Team	03/31/2015	546.00	60998	04/09/2015
Total 1787:					4,933.26		
1838	Elam & Burke P.A.	156489	CCDC/GBAD Financing	02/28/2015	2,453.00	60999	04/09/2015
		156491	305-1 Civic Plaza Tax - Lat	02/28/2015	80.00	60999	04/09/2015
		156492	Multi Modal Center	02/28/2015	1,063.00	60999	04/09/2015
		156493	Auditorium District Expansi	02/28/2015	7,447.45	60999	04/09/2015
		156494	101-0 General	02/28/2015	659.00	60999	04/09/2015
		156496	401-0 Parking	02/28/2015	111.00	60999	04/09/2015
		156497	305-1 RM Implement	02/28/2015	3,451.45	60999	04/09/2015
		156498	101-0 Legislation	02/28/2015	80.00	60999	04/09/2015
		156499	305-2 Westside	02/28/2015	1,640.00	60999	04/09/2015
Total 1838:					16,984.90		
1898	Fiberpipe	1817-16857	Email, Audio, & Domain	04/01/2015	69.90	61000	04/09/2015
Total 1898:					69.90		
3807	FreedomVoice Systems	MARCH 201	Monthly Service	03/31/2015	290.52	61001	04/09/2015
Total 3807:					290.52		
3882	Gardner Plaza LLC	FEB15 DRA	Remediation of Contaminat	02/28/2015	71,360.08	61033	04/24/2015
		FED15 DRA	Streetscape & Utilities	02/28/2015	241,757.64	61033	04/24/2015
Total 3882:					313,117.72		
3778	Gingerich Site & Undergro	4821	FY15 Watercooler/14th Str	03/31/2015	430.00	61019	04/10/2015
Total 3778:					430.00		
3805	Herb Huskinson	PO 150065	6 months office rent April 1	04/15/2015	3,600.00	61020	04/10/2015
Total 3805:					3,600.00		
2165	Idaho Power	2200406607	9th St outlets #220040660	03/31/2015	3.54	61032	04/24/2015
		2200910368	617 S Ash #2200910368	03/31/2015	10.68	61032	04/24/2015

Vendor Number	Name	Invoice Number	Description	Invoice Date	Check Amount	Check Number	Check Issue Date
		2201627995	9th & State # 2201627995	03/31/2015	3.54	61021	04/10/2015
		2202934903	8th St lights #2202934903	03/31/2015	54.73	61032	04/24/2015
		2203186602	611 S 8th Acct# 22031866	03/31/2015	47.49	61032	04/24/2015
		2205420140	620 S 9th # 2205420140	03/31/2015	100.51	61032	04/24/2015
		2205983212	Grove Vault #2205983212	03/31/2015	35.45	61032	04/24/2015
		2221160779	TRAILHEAD 2221160779	03/31/2015	304.60	61032	04/24/2015
	Total 2165:				560.54		
2186	Idaho Statesman	263244 MAR	Legal Notice	03/31/2015	223.88	61002	04/09/2015
	Total 2186:				223.88		
2240	Intermountain Gas Compa	12600200-08	617 Ash St #12600200-089	03/30/2015	13.23	61003	04/09/2015
		14078200-00	611 S 8th Acct # 14078200	03/30/2015	112.09	61003	04/09/2015
		15248300-00	620 S 9th Acct # 15248300	03/30/2015	141.75	61003	04/09/2015
	Total 2240:				267.07		
3889	International Minute Press	41450	Labels and Postcards	03/04/2015	408.35	61004	04/09/2015
	Total 3889:				408.35		
2288	Jensen Belts	1343B-4	2015 WS SS Design devel	03/31/2015	3,820.34	61022	04/10/2015
		1501-4	2015 OB Streetscape Proje	03/31/2015	3,626.10	61022	04/10/2015
		1509-1	2015 Westside Streetscap	03/31/2015	4,033.00	61022	04/10/2015
	Total 2288:				11,479.44		
3439	KPFF Consulting Engineer	0415-115702	Capitol Terrace Waterproof	03/31/2015	2,435.00	61034	04/24/2015
	Total 3439:				2,435.00		
1745	LaFollette, Deah	04.03.2015	Insurance deduct reimburs	04/03/2015	165.70	10116	04/03/2015
		04.27.2015	Insurance deduct reimburs	04/27/2015	692.11	10121	04/30/2015
	Total 1745:				857.81		
2396	Leland Consulting Group	5491.1.5	Downtown Boise Housing	03/31/2015	5,850.00	61035	04/24/2015
	Total 2396:				5,850.00		
3881	Mary E. Watson	04.03.2015	Health Insurance Deductibl	04/03/2015	53.29	10117	04/03/2015
	Total 3881:				53.29		
2456	Masonry Center Inc.	001-0406377	Brick freight	03/18/2015	75.00	61005	04/09/2015
	Total 2456:				75.00		
2465	Materials Testing & Inspect	125467	Cap T. Adhesion Testing	03/31/2015	500.00	61036	04/24/2015
	Total 2465:				500.00		
2615	Northwest Recreation	15-1629	Tree Grates & Frames - 50	04/10/2015	12,319.00	61037	04/24/2015
		15-1631A	Tree Grates and Frames -	04/13/2015	29,375.13	61037	04/24/2015
		15-1631B	Tree Grates and Frames -	04/13/2015	16,481.37	61037	04/24/2015

Vendor Number	Name	Invoice Number	Description	Invoice Date	Check Amount	Check Number	Check Issue Date
Total 2615:					58,175.50		
2621	Office Depot Inc.	7614324110	Misc office supplies	03/20/2015	71.71	61006	04/09/2015
		7614324390	Misc office supplies	03/20/2015	19.99	61006	04/09/2015
		7614324400	Misc office supplies	03/20/2015	25.99	61006	04/09/2015
		7632824500	Misc office supplies	03/31/2015	51.79	61006	04/09/2015
		7649258470	Misc office supplies	04/10/2015	23.78	61038	04/24/2015
		7649259110	Misc office supplies	04/10/2015	31.63	61038	04/24/2015
		7649259120	Misc office supplies	04/10/2015	11.97	61038	04/24/2015
Total 2621:					236.86		
3858	OFR Inc	ZT 3550	Moving services	04/17/2015	506.25	61039	04/24/2015
		ZT 3569	Moving services - Trailhea	04/13/2015	112.50	61039	04/24/2015
Total 3858:					618.75		
3511	Power Wash Plus	7156	8th Street Washing	04/07/2015	700.74	61023	04/10/2015
Total 3511:					700.74		
2774	Pro Care Landscape Mana	300350325	9th & Front St Lawn Treat	03/25/2015	106.35	61007	04/09/2015
		312850325	503 S Ash Street Lawn Tre	03/25/2015	114.00	61007	04/09/2015
		320150325	9th St Myrtle to Lee St. - La	03/25/2015	174.00	61007	04/09/2015
		357450325	617 Ash St Lawn Treatmen	03/25/2015	45.00	61007	04/09/2015
		361050325	Lawn Treatment Main, 10th	03/25/2015	69.00	61007	04/09/2015
Total 2774:					508.35		
2798	Quadrant Consulting Inc.	8259	2015 OB Streetscape-Con	03/23/2015	6,055.01	61040	04/24/2015
		8260	2014 Streetscapes CA/bid/	03/23/2015	180.00	61040	04/24/2015
Total 2798:					6,235.01		
2888	Roper Investments	MARCH 201	Capitol Terrace Condo billi	03/31/2015	5,708.20	61008	04/09/2015
Total 2888:					5,708.20		
3796	Scheidt & Bachmann USA	5-FINAL	PARCS equipment	04/16/2015	321,198.88	61041	04/24/2015
Total 3796:					321,198.88		
3797	Sea Reach Ltd.	BOI-001-5	Wayfinding - Remaining Ba	03/23/2015	7,939.00	61009	04/09/2015
Total 3797:					7,939.00		
3542	Security LLC - Plaza 121	APRIL 2015	Office rent	04/01/2015	9,566.93	60968	04/01/2015
		APRIL 2015	Office rent for records proje	04/01/2015	1,180.00	60968	04/01/2015
		APRIL 2015	Parking office rent	04/01/2015	3,513.00	60968	04/01/2015
		APRIL 2015	Records Project - Past Due	04/01/2015	65.00	60968	04/01/2015
Total 3542:					14,324.93		
3908	SIDEWAYZ	1772	30th Street Video and Phot	03/23/2015	1,000.00	61010	04/09/2015

Vendor Number	Name	Invoice Number	Description	Invoice Date	Check Amount	Check Number	Check Issue Date
Total 3908:					1,000.00		
3506	softwareONE	US-QUO-368	Office Pro Licenses	04/01/2015	5,334.98	61011	04/09/2015
Total 3506:					5,334.98		
3911	Sprague Solutions	3096	Tables for Boardroom - Pr	04/24/2015	1,374.69	61049	04/25/2015
Total 3911:					1,374.69		
3029	State Insurance Fund	11293391	Workers Comp	03/26/2015	710.00	61012	04/09/2015
Total 3029:					710.00		
3815	Synoptek LLC	229492	Password Help for Brad	03/31/2015	21.25	61042	04/24/2015
Total 3815:					21.25		
3831	The Land Group Inc.	0134300	Pioneer Pathway - Initial C	03/31/2015	1,062.50	61024	04/10/2015
Total 3831:					1,062.50		
3751	The Parking Consultants	200483	PARCS Installation and Pr	03/01/2015	10,222.50	61013	04/09/2015
Total 3751:					10,222.50		
3907	Total System Services	85812	HVAC Agreement @ Trailh	04/13/2015	99.56	61043	04/24/2015
Total 3907:					99.56		
3693	Trademark Sign Company	1891	Phase II - install signage	04/14/2015	335.00	61044	04/24/2015
Total 3693:					335.00		
3170	Treasure Valley Coffee Inc.	2160:039947	Coffee & tea	04/06/2015	144.85	61014	04/09/2015
		2160:039975	Water & Cooler Rental	04/07/2015	87.00	61014	04/09/2015
		2160-036419	Coffee	04/01/2015	63.45	61014	04/09/2015
Total 3170:					295.30		
3819	TW Telecom	06941482	Internet & Data	04/10/2015	669.20	61045	04/24/2015
Total 3819:					669.20		
3233	United Heritage	APRIL 2015	Disability insurance	04/01/2015	502.69	60969	04/01/2015
Total 3233:					502.69		
3242	United Water	0600357628	Grove & 10th #060035756	03/31/2015	50.38	61046	04/24/2015
		0600381677	Trailhead - 500 S 8th 0600	03/23/2015	63.92	61015	04/09/2015
		0600381677	Trailhead - 500 S 8th 0600	03/31/2015	23.93	61046	04/24/2015
Total 3242:					138.23		
3479	US Bank - Copier Lease	274707520	Copier Contr #500-026082	04/01/2015	421.88	60970	04/01/2015

Vendor Number	Name	Invoice Number	Description	Invoice Date	Check Amount	Check Number	Check Issue Date
Total 3479:					421.88		
3835	US Bank - Credit Cards	MAR15	CA - Jimmy JOhns - CDFA	03/25/2015	22.14	10119	04/10/2015
		MAR15	CA - ULine - Ladders for R	03/25/2015	98.78	10119	04/10/2015
		MAR15	CA - Zen Bento - CDFA Lu	03/25/2015	34.17	10119	04/10/2015
		MAR15	CA - Bluebird Cafe - Grove	03/25/2015	274.40	10119	04/10/2015
		MAR15	CA - ULI Registraion for M	03/25/2015	40.00	10119	04/10/2015
		MAR15	CA - ULI Registraion for M	03/25/2015	40.00	10119	04/10/2015
		MAR15	CA - ULI Registraion for K	03/25/2015	40.00	10119	04/10/2015
		MAR15	CA - Online Training Cente	03/25/2015	750.00	10119	04/10/2015
		MAR15	CA - Evermore Prints - Pos	03/25/2015	387.03	10119	04/10/2015
		MAR15	CA - Trader Joes - Creame	03/25/2015	5.81	10119	04/10/2015
		MAR15	CA - Amazon - Tech Suppli	03/25/2015	81.36	10119	04/10/2015
		MAR15	CA - Varidesk - Shellan Sta	03/25/2015	400.00	10119	04/10/2015
		MAR15	RB - Government Finance	03/25/2015	160.00	10119	04/10/2015
		MAR15	DL - Delta - SLC Trip for Jo	03/25/2015	544.20	10119	04/10/2015
		MAR15	DL - SHRM - Annual Confe	03/25/2015	1,475.00	10119	04/10/2015
		MAR15	DL - DBA - New Hire Gift C	03/25/2015	50.00	10119	04/10/2015
		MAR15	DL - Walmart - New Hire W	03/25/2015	11.63	10119	04/10/2015
		MAR15	DL - SHRM - Annual Confe	03/25/2015	178.08	10119	04/10/2015
		MAR15	DL - Bluebird Cafe - Execut	03/25/2015	52.70	10119	04/10/2015
		MAR15	DL - Startup Grind - Ticket	03/25/2015	15.55	10119	04/10/2015
		MAR15	DL - Paypal - Idaho Enviro	03/25/2015	65.00	10119	04/10/2015
		MAR15	DL - Idaho Business Revie	03/25/2015	129.00	10119	04/10/2015
		MAR15	DL - SHore Lodge - John B	03/25/2015	154.00	10119	04/10/2015
		MAR15	DL - Home Depot - Coat H	03/25/2015	33.77	10119	04/10/2015
		MAR15	DL - Boise Metro - Event R	03/25/2015	349.00	10119	04/10/2015
		MAR15	JB - JB's Rest. SLC Trip	03/25/2015	16.95	10119	04/10/2015
		MAR15	JB - City Cab - SLC Trip	03/25/2015	22.00	10119	04/10/2015
		MAR15	JB - Plaza Hotel - SLC Trip	03/25/2015	131.72	10119	04/10/2015
		MAR15	JB - AMPCO - Parking	03/25/2015	12.50	10119	04/10/2015
		MAR15	JB - Bittercreek/Redfeather	03/25/2015	26.20	10119	04/10/2015
		MAR15	TB - Bardenay - Departme	03/25/2015	69.31	10119	04/10/2015
		MAR15	JC - Office Depot - Calculat	03/25/2015	20.13	10119	04/10/2015
		MAR15	ME - Office Depot - Caster	03/25/2015	15.36	10119	04/10/2015
		MAR15	DW - Bluebird Cafe - New	03/25/2015	21.61	10119	04/10/2015
		MAR15	KM - DLX for Business - C	03/25/2015	226.83	10119	04/10/2015
Total 3835:					5,954.23		
3266	Valley Regional Transit	16399	Bus Passes	02/28/2015	540.00	61016	04/09/2015
		16475	Local match contribution-M	02/28/2015	122,617.78	10115	04/01/2015
		16485	MMC Expense	02/28/2015	1,610.72	10115	04/01/2015
Total 3266:					124,768.50		
3841	VoiceText Communications	03/08/15-314	Conference calls	03/08/2015	11.03	61017	04/09/2015
		03/31/15-352	Conference calls	03/31/2015	9.03	61047	04/24/2015
Total 3841:					20.06		
3365	Westerberg & Associates	172	Legislative Advisement Ser	03/30/2015	5,000.00	61025	04/10/2015
Total 3365:					5,000.00		
3374	Western States Equipment	WO0700985	Bldg 8 generator monthly i	03/31/2015	290.63	61048	04/24/2015

Vendor Number	Name	Invoice Number	Description	Invoice Date	Check Amount	Check Number	Check Issue Date
Total 3374:					290.63		
3419	Zimmer Gunsul Frasca Arc	150044	Grove Plaza	03/05/2015	15,210.00	61026	04/10/2015
Total 3419:					15,210.00		
Grand Totals:					998,129.50		

Report Criteria:

Detail report type printed

[Report] Check Issue Date = 04/01/2015-04/30/2015



FY 2015 Year-to-Date Financial Report
Through SECOND QUARTER
October 1, 2014 - March 31, 2015



FY2015 Year-to-Date Financial Report
Through SECOND QUARTER
October 1, 2014 – March 31, 2015

HIGHLIGHTS

1. BUDGET SUMMARY REPORT

REVENUES: Right on Target.

Actual RAD and Parking Garage revenues are within 1% of budget.

EXPENSES: Consistent with Expectations.

Halfway through the fiscal year, Operating Expenses were 42% of the annual budgeted amount. The biggest expenses will begin to hit in the second half of the fiscal year when construction begins on the Agency's streetscape and other projects and the parking garage debt service payment is made.

2. OPERATING REVENUE REPORT

REVENUES: Right on target.

Year-to-Date RAD and Parking Garage revenues are within 1% of budget and on-track to meet projected 21% and 6% increases, respectively, over FY2014 Actuals.

About This Report

This report includes all of Capital City Development Corporation's budgeted funds.

Revenues

- Ada County distributes property tax revenue to local governments twice per year, in January and July.
- Parking garage revenue is generated and received daily throughout the year.
- Fund Balance: Transfer in if revenues exceed expenses, transfer out if expenses exceed revenues.

Expenses

- Parking garage debt service payments are made twice per year: interest only in March; principal & interest in September.
- Capital projects are typically designed and planned during the first half of a fiscal year with construction and most expenses occurring in the second half.
- Revenues received from Ada County for the Courthouse Corridor Project are equal to the bond debt service and ground lease payments and are passed through for those purposes: interest only in February, principal & interest in August.

FY2015 BUDGET SUMMARY through 2nd Quarter

REVENUE SUMMARY	FY15 BUDGET ORIGINAL	FY15 ACTUAL To-Date	% Actual To Budget
Revenue from Operations			
Property Tax Revenue Allocation (Tax Increment)	10,940,000	6,668,038	61.0%
Parking Garages	5,057,255	2,644,286	52.3%
Other	200,200	212,277	106.0%
Subtotal	16,197,455	9,524,601	58.8%
Other Revenue			
Miscellaneous	71,000	63,542	89.5%
Revolving Line of Credit (RLOC for Non-Operating Expenses)	7,000,000	-	0.0%
Use of (Transfer to) Fund Balance	5,983,725	(4,713,030)	-78.8%
Subtotal	13,054,725	(4,649,487)	-35.6%
Subtotal - Revenue from Operations	29,252,180	4,875,114	16.7%
Pass-Through Revenue			
Ada County Courthouse Corridor Project	37,592,213	866,331	2.3%
TOTAL REVENUE	66,844,393	5,741,445	
EXPENSE SUMMARY	FY15 BUDGET ORIGINAL	FY15 ACTUAL To-Date	% Actual To Budget
Operating Expense			
Interagency Partnerships	122,490	78,032	63.7%
Legal Services	229,000	91,446	39.9%
Parking Operator (Contractor)	1,969,784	920,229	46.7%
Personnel Costs	1,540,994	676,687	43.9%
Predevelopment Services	795,000	128,516	16.2%
Professional Services	495,860	159,807	32.2%
Rent, Maintenance, Office	675,141	460,280	68.2%
Repairs/Maintenance: Streets & Facilities	372,250	86,642	23.3%
Subtotal	6,200,519	2,601,637	42.0%
Debt Service			
Parking Garage Debt Service	3,734,361	542,434	14.5%
Capital Outlay			
Identified Capital Improvement Projects	11,016,550	1,668,238	15.1%
Potential Capital Improvement Projects	5,450,000	-	0.0%
Parking Reinvestment Plan	912,000	62,805	6.9%
Property Development	1,938,750	-	0.0%
Subtotal	19,317,300	1,731,043	9.0%
Subtotal - Expenses for Operations	29,252,180	4,875,114	16.7%
Pass-Through			
Ada County Courthouse Corridor Project	37,592,213	866,331	2.3%
TOTAL EXPENSE	66,844,393	5,741,445	8.6%

FY2015 OPERATING REVENUES through 2nd Quarter

QUARTERLY REVENUE REPORT

PROPERTY TAX REVENUE ALLOCATION DISTRICT (RAD) & PARKING SYSTEM SUMMARY

Q2 (October 2014 thru March 2015)

Activity	FY 2014	FY 2015	FY 2015			
	Actual Revenue	Total Budget	YTD Budget	YTD Actual	YTD \$	YTD %
RAD						
Central	2,851,066	3,800,000	2,262,423	2,212,799	(49,624)	98%
River-Myrtle / Old Boise	4,623,546	5,100,000	3,110,353	3,117,691	7,338	100%
Westside	1,504,647	1,900,000	1,187,531	1,246,554	59,023	105%
30th Street	37,833	140,000	77,694	90,994	13,300	117%
TOTAL RAD	9,017,092	10,940,000	6,638,001	6,668,038	30,037	100%
PARKING BY GARAGE						
Eastman	824,223	921,360	484,833	500,033	15,200	103%
Capitol Terrace	1,308,667	1,353,320	695,287	674,412	(20,875)	97%
City Centre	1,094,125	1,165,259	623,869	615,272	(8,597)	99%
Grove Street	589,513	616,134	311,432	352,520	41,088	113%
Boulevard	304,451	323,185	163,852	157,463	(6,389)	96%
Myrtle Street	587,290	607,498	304,643	304,968	325	100%
Misc. Parking	71,975	60,500	30,250	39,618	9,368	131%
TOTAL PARKING	4,780,244	5,047,256	2,614,166	2,644,286	30,120	101%
Other	580,212	200,200	100,100	212,277	112,177	212%
TOTAL	14,377,548	16,187,456	9,352,267	9,524,601	172,334	102%

RECONCILIATION TO FY2015 OPERATING REVENUES

Total Revenues Approved Budget	\$66,844,393
Ada County Courthouse Corridor Project (passed-through)	(37,592,213)
Use of Fund Balance	(5,983,725)
Revolving Line of Credit	(7,000,000)
Miscellaneous Lease Revenue	(71,000)
Operating Revenues	<u>\$16,197,455</u>

MINUTES OF REGULAR MEETING
BOARD OF COMMISSIONERS
CAPITAL CITY DEVELOPMENT CORPORATION
121 N. 9th St., Conference Room
Boise, ID 83702
April 13, 2015 12:00 p.m.

I. CALL TO ORDER: Chairman Hale convened the meeting with a quorum at 12:03 p.m.

Present were: Commissioner Dana Zuckerman, Commissioner Ryan Woodings, Commissioner John Hale, Commissioner David Bieter, Commissioner Stacy Pearson, Commissioner David Eberle, Commissioner Pat Shalz and Commissioner Lauren McLean.

Agency staff members present were: John Brunelle, Executive Director; Todd Bunderson, Development Director; Max Clark, Parking and Facilities Director; Ross Borden, Finance Director; Ben Houpt, Project Coordinator; Pam Sheldon, Contracts Specialist; Joey Chen, Controller; Kevin Martin, Accountant; Mary Watson, Contracts Manager; Doug Woodruff, Project Manager; Shellan Rodriguez, Project Manager; Matt Edmond, Project Manager; Karl Woods, Project Manager; Deah LaFollette, Executive Assistant. Also present was Agency legal counsel, Ryan Armbruster.

II. CONSIDER: Changes, Modification, or Addition to the Agenda:

There were no changes to the agenda.

III. CONSENT AGENDA:

Commissioner Zuckerman moved to approve the Consent Agenda. Commissioner Eberle seconded the motion.

All said Aye. The motion carried 8-0.

The Consent Agenda consisted of the following actions:

- A. Expenses
 - 1. Approval of Paid Invoice Report – March 2015
- B. Minutes and Reports
 - 1. Approval of Special Meeting Minutes from March 9, 2015
 - 2. Approval of Regular Meeting Minutes from March 9, 2015
 - 3. Approval of Regular Meeting Minutes from March 17, 2015

IV. ACTION ITEMS:

A. CONSIDER: Resolution #1386 Approving Contract Award for 2015 River Myrtle-Old Boise Streetscapes Project

Mary Watson, CCDC Contracts Manager, gave a report.

Commissioner Zuckerman moved to adopt Resolution No. 1386 awarding the construction contract for the River Myrtle-Old Boise Streetscape Project to Guho Corp. for the Base Bid

amount of \$1,225,000 and authorizing the Executive Director to take all necessary steps to negotiate and execute the contract, and to expend funds as set forth in the resolution. Commissioner Eberle seconded the motion.

All said Aye. The motion carried 8-0.

B. CONSIDER: Resolution #1387 Pioneer Corridor T4 Participation Agreement and Master Development Agreement

Shellan Rodriguez, CCDC Project Manager, gave a report.

Commissioner Zuckerman moved to adopt Resolution #1387 authorizing the Executive Director to finalize documents and execute the Master Development Agreement and Type 4 Participation Agreement with Hormaechea Limited Partnership for the Pioneer Pathway Phase 3 contingent upon finalizing a public easement and completing all necessary exhibits . Commissioner Eberle seconded the motion.

All said Aye. The motion carried 8-0.

C. CONSIDER: T4 Designation of 8th Street Marketplace Streetscape Improvement Project

Doug Woodruff, CCDC Project Manager, gave a report.

Commissioner Zuckerman moved to designate the presented project as a Participation Program Type 4 project and direct CCDC staff to negotiate terms and conditions for presentation of a Type 4 Capital Improvements Reimbursement Agreement at a future Board meeting. Commissioner Eberle seconded the motion.

All said Aye. The motion carried 8-0.

V. INFORMATION/DISCUSSION ITEMS

A. Operations Report

John Brunelle, CCDC Executive Director, gave a report.

B. The Afton

Michael Hormaechea, RMH Company, gave a report.

C. Housing Study Presentation

Lorelei Juntunen, ECON, gave a report.

D. 2015 Parking Initiatives

Max Clark, CCDC Parking & Facilities Director, gave a report.

Dennis Burns, Kimley Horn, gave a report.

VI. EXECUTIVE SESSION:

A motion was made by Commissioner Eberle to go into an executive session at 1:50 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)] and to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated [Idaho Code Section 67-2345 (1)(f)]. Commissioner Zuckerman seconded the motion. A roll call vote was taken;

Commissioner Eberle; Aye
Commissioner Zuckerman; Aye
Commissioner Shalz; Aye
Commissioner Hale; Aye
Commissioner Pearson; Aye
Commissioner Woodings; Aye
Commissioner McLean; Aye
Commissioner Bieter; Aye

All said Aye. The motion carried 8-0.

Communications ensued to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. Communications ensued to discuss acquisition of real property which is not owned by a public agency.

Commissioner Zuckerman left the meeting at 2:20 p.m.

EXECUTIVE SESSION ADJOURNMENT:

A motion was made by Commissioner Eberle to adjourn executive session at 2:45 p.m. and return to the public meeting. Commissioner McLean seconded the motion. A roll call vote was taken;

Commissioner Eberle; Aye
Commissioner Shalz; Aye
Commissioner Hale; Aye
Commissioner Pearson; Aye
Commissioner Woodings; Aye
Commissioner McLean; Aye
Commissioner Bieter; Aye

All said Aye. The motion carried 7-0.

VII. ADJOURNMENT:

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

All said Aye.

The meeting was adjourned at 2:46 p.m.

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ADOPTED BY THE BOARD OF DIRECTORS OF THE CAPITAL CITY DEVELOPMENT
CORPORATION ON THE ____ day of _____, 2015.

John Hale, Chair

Pat Shalz, Secretary

MINUTES OF SPECIAL WORK SESSION
BOARD OF COMMISSIONERS
CAPITAL CITY DEVELOPMENT CORPORATION
121 N. 9th St., Conference Room
Boise, ID 83702
April 27, 2015 11:00 a.m.

I. CALL TO ORDER: Chairman Hale convened the meeting with a quorum at 11:15 a.m.

Present were: Commissioner Dana Zuckerman, Commissioner John Hale, Commissioner David Bieter, Commissioner David Eberle, and Commissioner Stacy Pearson. Commissioner Ryan Woodings arrived at 11:45 a.m. Commissioner Lauren McLean and Commissioner Pat Shalz were absent.

Agency staff members present were: John Brunelle, Executive Director; Todd Bunderson, Development Director; Max Clark, Parking and Facilities Director; Ross Borden, Finance Director; Doug Woodruff, Project Manager; Shellan Rodriguez, Project Manager; Matt Edmond, Project Manager; Karl Woods, Project Manager; Deah LaFollette, Executive Assistant. Also present was Agency legal counsel, Ryan Armbruster.

II. CONSIDER: Changes, Modification, or Addition to the Agenda:

There were no changes to the agenda.

III. WORK SESSION:

A discussion was held. No Resolutions were presented for the Board's consideration and no decisions were made at this meeting.

IV. ADJOURNMENT:

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

All said Aye.

The meeting was adjourned at 12:20 p.m.

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ADOPTED BY THE BOARD OF DIRECTORS OF THE CAPITAL CITY DEVELOPMENT CORPORATION ON THE ____ day of _____, 2015.

John Hale, Chair

Pat Shalz, Secretary

MINUTES OF REGULAR MEETING
BOARD OF COMMISSIONERS
CAPITAL CITY DEVELOPMENT CORPORATION
121 N. 9th St., Conference Room
Boise, ID 83702
April 27, 2015 12:00 p.m.

I. CALL TO ORDER: Chairman Hale convened the meeting with a quorum at 12:31 p.m.

Present were: Commissioner Dana Zuckerman, Commissioner Ryan Woodings, Commissioner John Hale, Commissioner David Bieter, Commissioner Stacy Pearson and Commissioner David Eberle. Commissioner Pat Shalz and Commissioner Lauren McLean were absent.

Agency staff members present were: John Brunelle, Executive Director; Todd Bunderson, Development Director; Max Clark, Parking and Facilities Director; Ross Borden, Finance Director; Ben Houpt, Project Coordinator; Pam Sheldon, Contracts Specialist; Joey Chen, Controller; Mary Watson, Contracts Manager; Doug Woodruff, Project Manager; Shellan Rodriguez, Project Manager; Matt Edmond, Project Manager; Karl Woods, Project Manager; Deah LaFollette, Executive Assistant. Also present was Agency legal counsel, Ryan Armbruster.

II. CONSIDER: Changes, Modification, or Addition to the Agenda:

There were no changes to the agenda.

III. ACTION ITEMS:

A. CONSIDER: Westside Streetscapes – Contractor Acquisition of Historic Street Lights

Mary Watson, CCDC Contracts Manager, gave a report.

Commissioner Zuckerman moved to direct staff include historic street lights to the list of street furnishings to be supplied by the Contractor in the Invitation to Bid for the 2015 Westside District Streetscapes Project. Commissioner Eberle seconded the motion.

All said Aye. The motion carried 6-0.

B. CONSIDER: Memorandum of Understanding for FY2015 Public Art

John Brunelle, CCDC Executive Director, gave a report.

Commissioner Zuckerman moved to approve the MOU for FY2015 Public Art with the City of Boise in the amount of \$30,000. Commissioner Eberle seconded the motion.

All said Aye. The motion carried 6-0.

IV. EXECUTIVE SESSION:

A motion was made by Commissioner Zuckerman to go into an executive session at 12:36 p.m. to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely

to be litigated [Idaho Code Section 67-2345 (1)(f)]. Commissioner Eberle seconded the motion. A roll call vote was taken;

Commissioner Woodings; Aye
Commissioner Hale; Aye
Commissioner Zuckerman; Aye
Commissioner Bieter; Aye
Commissioner Pearson; Aye
Commissioner Eberle; Aye

All said Aye. The motion carried 6-0.

Communications ensued to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated.

EXECUTIVE SESSION ADJOURNMENT:

A motion was made by Commissioner Eberle to adjourn executive session at 1:03 p.m. and return to the public meeting. Commissioner Zuckerman seconded the motion. A roll call vote was taken;

Commissioner Woodings; Aye
Commissioner Hale; Aye
Commissioner Zuckerman; Aye
Commissioner Bieter; Aye
Commissioner Pearson; Aye
Commissioner Eberle; Aye

All said Aye. The motion carried 6-0.

V. ADJOURNMENT:

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

All said Aye.

The meeting was adjourned at 1:04 p.m.

- - - -

ADOPTED BY THE BOARD OF DIRECTORS OF THE CAPITAL CITY DEVELOPMENT CORPORATION ON THE ____ day of _____, 2015.

John Hale, Chair

Pat Shalz, Secretary



AGENDA BILL

Agenda Subject: Downtown Wayfinding Sign Family Design and Color Grouping Approval		Date: May 11, 2015
Staff Contact: Matt Edmond	Attachments: Exhibit A – Sign Family Design Exhibit B – Preferred Color Groupings Exhibit C – Proposed Destinations Exhibit D – Preferred Walking Routes Exhibit E – Preferred Biking Routes	
Action Requested: Approve color group and sign design family for downtown wayfinding system and authorize staff to secure the production of a prototype vehicle directional wayfinding sign.		

Fiscal Notes:

\$135,000 has been budgeted for the design of the wayfinding system, with a \$19,000 contract supplement pending for wayfinding to the public parking garages.

Preliminary legend plans indicate that the system will include approximately 60 vehicular signs, 70 bicycle signs, 50 pedestrian signs, 30 pedestrian maps, and 30 kiosks in the downtown wayfinding area. This does not include parking system signs or signs directing to downtown from outside the downtown area. The draft Capital Improvement Plan budget includes funds for installation of the wayfinding system as follows:

- Central District: \$400,000
- River-Myrtle Old Boise District: \$600,000
- Westside District: \$100,000
- 30th Street District: \$50,000

It is estimated that an additional \$250,000 - \$300,000 will be required to install wayfinding signs outside of the four urban renewal districts. CCDC staff has discussed this issue with Boise City staff and will work on formalizing an agreement once the wayfinding plan and manual are completed and cost estimates are finalized.

Background:

The downtown wayfinding system is an economic development focused infrastructure project to help drive business and development downtown. Sea Reach, the CCDC consultant for the downtown wayfinding effort, continues to refine the downtown Boise wayfinding design and plan. This work includes expanding the downtown wayfinding area, refining the sign design family, and selecting and refining two preferred color groupings. The information you will see has been vetted through a stakeholder group representing many key organizations, including ACHD, Boise City Planning & Development, Boise City Parks & Recreation, Boise City Arts & History, BSU, DBA, GBAD, Idaho Smart Growth, Idaho Tourism, ITD, and VRT.

The process is at a point where a couple of final decisions need to be made in order to complete

the sign design, begin production of a prototype vehicular directional sign, and to continue refining a sign legend plan of specific sign locations and content.

Sign Design Family

The sign design family includes a multitude of vehicular, pedestrian, bicycle, and parking signs, as well as maps and kiosks. The basic principles of the proposed sign design family were presented at the December 9, 2014 council work session. The current draft of this sign family is included in **Exhibit A**. Following the CCDC board's approval of the sign design family, Sea Reach will begin work to fabricate a prototype vehicular directional sign.

Color Groupings

Sea Reach developed a series of possible color groupings, and through work with the stakeholder group, narrowed the selection down to two preferred color groups, including in **Exhibit B**. CCDC and Sea Reach conducted a roadside demonstration of the two preferred color groups on 13th Street last week, and notified via email members of the Boise City Council, CCDC Board of Commissioners, and the stakeholder group to review the demonstration and select a preferred color group. The stakeholder group expressed a strong preference for color group 1 at a meeting on April 29, 2015. The Boise City Council also expressed a preference for color group 1 at a work session on May 5, 2015.

Destinations

Boise City Council has requested a discussion of the final list of destinations to be included on the wayfinding signs. CCDC staff will work with Boise City staff to schedule a work session on this. The current draft list of destinations is included in **Exhibit C**.

Preferred Routes

The wayfinding system will be built around a network of routes directing travelers via various modes to their destinations and parking. Most if not all of the signs in the system will be located along and oriented to these routes. Vehicular approach routes have been presented at previous work sessions, and generally follow approach routes from I-84. Sea Reach, in consultation with the stakeholder group, has also developed a set of preferred routes for walking and biking, **Exhibits D and E**. These routes were selected in consideration of existing or pending walking and biking facilities, user comfort, location of destinations, wayfinding principles, and necessity.

Next Steps

Once the CCDC Board approves the sign design and preferred color grouping, Sea Reach will proceed with manufacturing a prototype vehicular directional sign. This sign should be ready for inspection in early July. Concurrently, once wayfinding areas and preferred walking and biking routes are confirmed, Sea Reach will continue to refine and finalize the legend plan for all signs, maps, and kiosks in the downtown wayfinding system. This is also expected to be completed in early July.

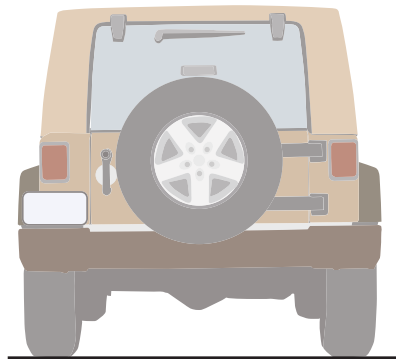
Staff Recommendation:

Staff recommends that the CCDC Board approve the proposed wayfinding Sign Family Design, with Color Grouping 1, and the proposed downtown wayfinding areas and authorize the production of a prototype vehicular directional sign.

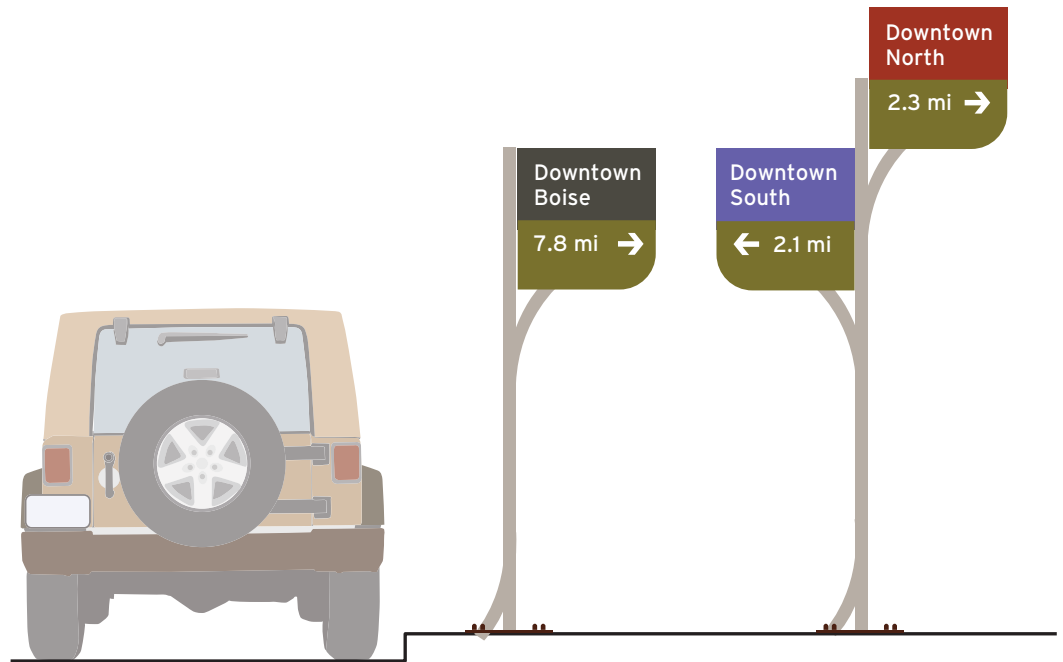
Suggested Motion:

I move to approve to approve the proposed wayfinding sign family design with color group 1, and authorize staff to procure a prototype vehicular directional sign.

Exhibit A1: Sign Family Freeway & Highway

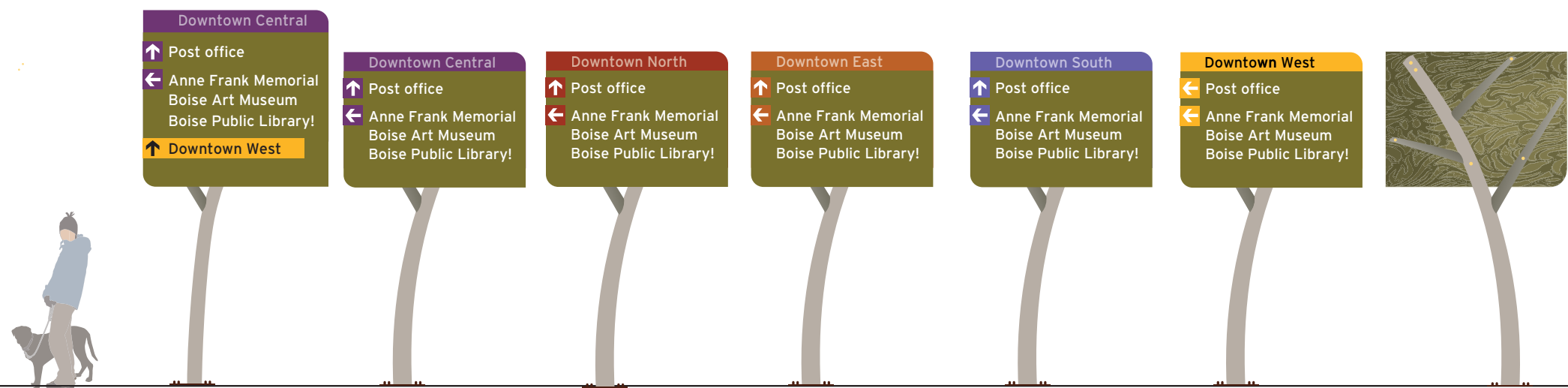


freeway signage



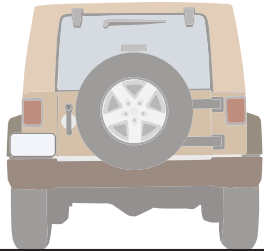
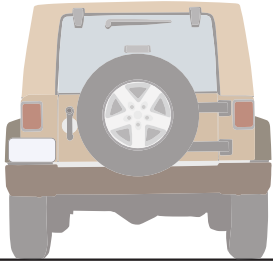
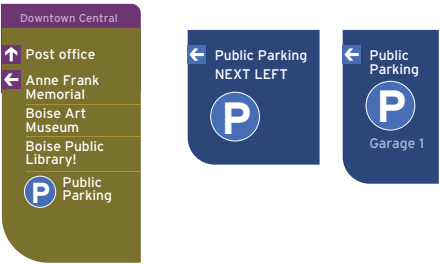
highway signage

Exhibit A2: Sign Family Vehicular Directional



vehicular directional 6" letter height

Exhibit A3: Sign Family Parking



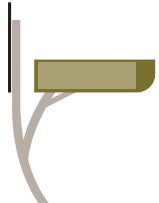
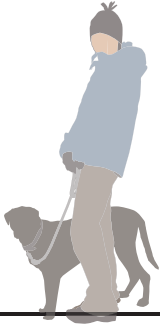
parking identification (CCDC Plan)

parking directional (CCDC Plan)

Exhibit A4: Sign Family Bicycle & Pedestrian

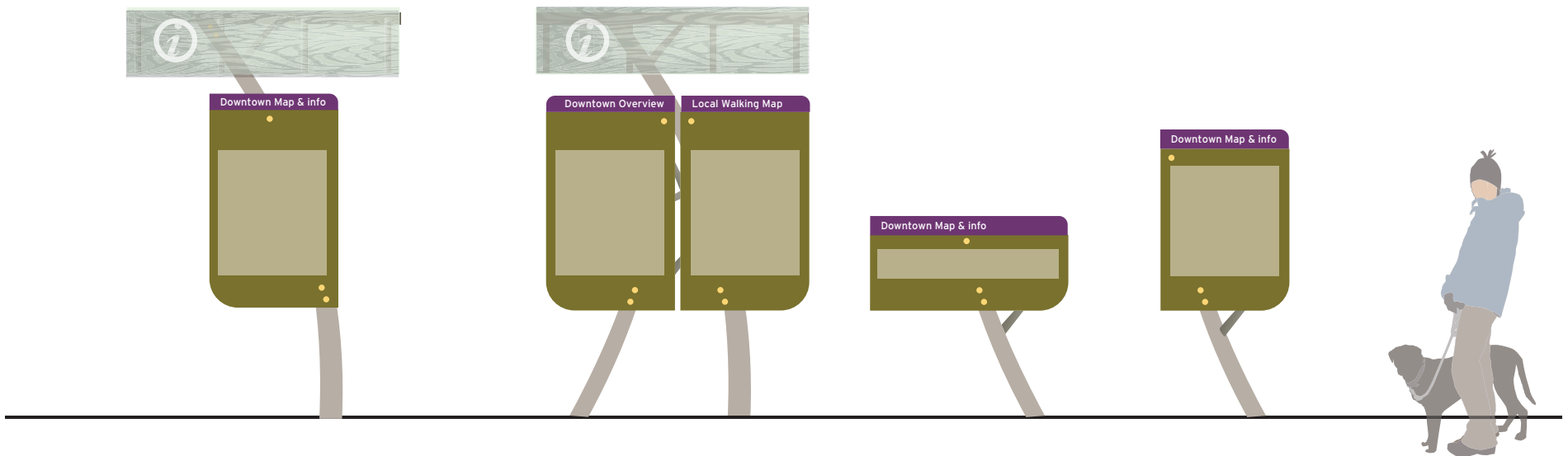


bicycle directional



pedestrian directional

Exhibit A5: Sign Family Kiosks



kiosk

Exhibit B: Color Groups

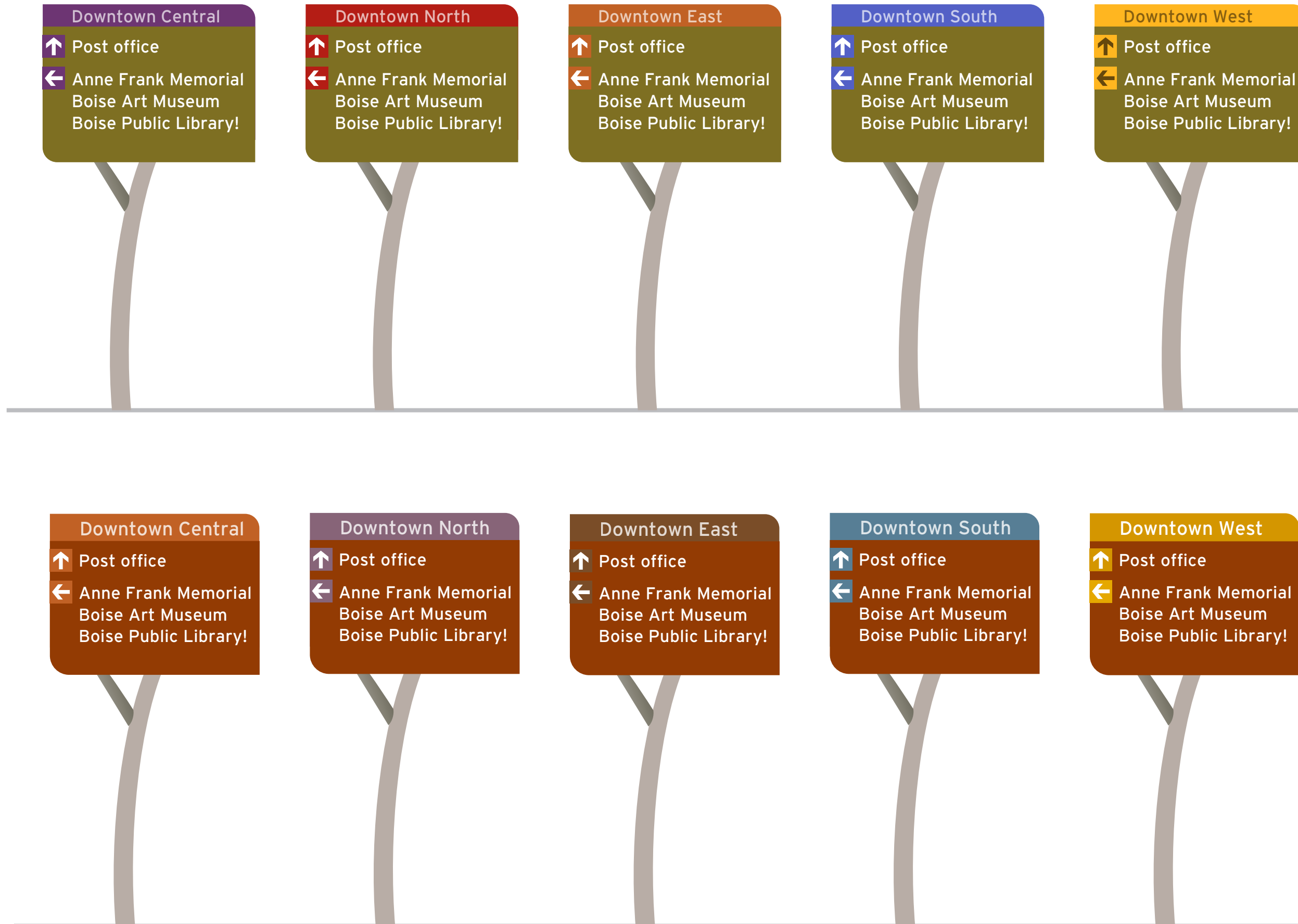


Exhibit C: Proposed Destinations

Primary Destinations are destinations that are popular, have a high attendance, large numbers of people unfamiliar with the downtown, or high visibility. These destinations will be signed throughout Boise where appropriate. The following are proposed primary destinations in the Downtown Boise wayfinding system. Highlighted names are still being considered for length and recognition.

Primary Destinations (Proposed Name)	Wayfinding Zone	Destination Type	Distance from Grove Plaza
Airport	Outer Boise	Transportation	3.75
Albertsons Stadium	South	Arena	1.50
Boise Centre/ Convention Center	Central	Event/Convention Venue	0.00
Boise State University	South	College or University	1.25
CenturyLink Arena	Central	Arena	0.02
City Hall	Central	Courthouse/Government Building	0.20
County Courthouse	East	Courthouse/Government Building	0.60
Julia Davis Park	East	Park - City	0.50
Main Street Station	Central	Transportation	0.05
St. Luke's (H)	East	Health Center	0.75
State Capitol	Central	Courthouse/Government Building	0.40
The Grove Plaza	Central	Park - City	0.00
VA Medical Center	Periphery	Health Center	1.00

Secondary Destinations are popular destinations with significant visitation. They will be signed for vehicular traffic inside the downtown perimeter for traffic getting close to the destination. The following are proposed primary destinations in the Downtown Boise wayfinding system. Highlighted names are still being considered for length and recognition.

Secondary Destinations (Proposed Name)	Wayfinding Zone	Destination Type	Distance from Grove Plaza
Ann Morrison Park	South	Park - City	1.10
Black History Museum	Central	Museum	0.55
BoDo/8 th Street Marketplace	Central	Shopping District	0.10
Boise Art Museum	Central	Museum	0.50
Boise River Greenbelt	Multiple	River/Bridge/Waterfront	0.50
Camel's Back Park & Foothills	Periphery	Park - City	1.50
Central Addition LIV District	East	Art/Cultural Attraction	0.30
Discovery Center	East	Museum	0.67
Dona Larsen Park	Periphery	Arena	0.80
Fort Boise	Periphery	Recreation	1.00
Idaho Botanical Gardens	Outer Boise*	Arboreta/Botanical Garden	2.40*
JUMP	Central	Event/Convention Venue	0.25
Kathryn Albertson Park	South	Park - City	1.50
Library!	Central	Library	0.40
Linen District	West	Art/Cultural Attraction	0.50
Lusk District	South	Art/Cultural Attraction	0.75

Exhibit C: Proposed Destinations

Secondary Destinations Continued (Proposed Name)	Wayfinding Zone	Destination Type	Distance from Grove Plaza
Main Post Office	Central	Courthouse/Government Building	1.00
Morrison Center	South	Theatre/Performing Arts/Concert Hall	0.75
Old Boise Historic District	East	Historical Site or District	0.25
Old Idaho Penitentiary	Outer Boise*	Historical Site or District	2.40*
State Historical Museum	Central	Museum	0.50
Taco Bell Arena	South	Arena	1.25
University of Idaho	East	College or University	0.90
Whitewater Park (includes Esther Simplot Park, Quinn's Pond)	West	River/Bridge/Waterfront	2.30
YMCA	North	Recreation	0.50
Zoo	East	Park - Zoological	0.70

*Destination included on a limited basis.

Tertiary Destinations are sites of interest that can be easily accessed from centralized locations within the downtown wayfinding zones. The majority of visitors to these sites will arrive at their destination by bike or foot. These destinations are generally located using map-based solutions near parking garages and other public spaces. Many of these tertiary destinations are physically small and located near primary and secondary destination sites. The following are proposed tertiary destinations in the Downtown Boise wayfinding system. Highlighted names are still being considered for length and recognition.

Tertiary Destinations (Proposed Name)	Wayfinding Zone	Destination Type	Distance from Grove Plaza
Anne Frank Memorial	Central	Historical Site or District	0.45
Basque Block	Central	Art/Cultural Attraction	0.10
Boise Contemporary Theater	Central	Theatre/Performing Arts/Concert Hall	0.31
Boise Depot	Periphery	Historical Site or District	1.20
Boise High School	North	School	0.56
Boise Little Theater	Periphery	Theatre/Performing Arts/Concert Hall	0.95
Borah Post Office	Central	Courthouse/Government Building	0.21
Capitol Park	Central	Park - City	0.32
Children's Cancer Pavilion	East	Park - City	1.28
Concordia University	East	College or University	0.34
CW Moore Park	East	Park - City	0.23
Egyptian Theater	Central	Theatre/Performing Arts/Concert Hall	0.12
Esther Simplot Academy	Central	Theatre/Performing Arts/Concert Hall	0.25
Ft. Boise Community Center	Periphery	Recreation	0.98
Harrison Blvd Historic District	Periphery	Historical Site or District	1.12
Hyde Park Historic District	Periphery	Historical Site or District	1.32
Pioneer Cemetery	Periphery	Historical Site or District	0.85
Pioneer Pathway	Central	Historical Site or District	0.50
Rhodes Park	West	Park - City	0.62
Visitor Center	Central	Visitor Information	0.13
Warm Springs Ave Historic District	Periphery	Historical Site or District	0.73

Exhibit C: Proposed Destinations

Although not officially designated as destinations, other features will be included in the wayfinding system due to their usefulness in facilitating travel through the system. These include public parking garages, footbridges, bike share stations, and I-84 and approach routes thereto.

A number of destinations were considered but excluded as they either did not meet the criteria for a destination or were simply too far from downtown to be included in a system focusing on wayfinding in and around the downtown area. This included the following.

Destinations Excluded	Destination Type	Distance from Grove Plaza
Barber Park	Park - City	6.25
Birds of Prey	Park - Zoological	11.50
Bogus Basin	Park - State	18.00
Boise Hawks Stadium	Arena	6.00
Castle Rock Reserve	Natural Area	5.33
Expo Idaho	Event/Convention Venue	5.50
Foothills Learning Center	Museum	2.43
Hulls Gulch Reserve	Natural Area	1.89
Idaho Ice World	Recreation	7.25
Idaho Shakespeare Festival	Theatre/Performing Arts/Concert Hall	7.20
Idaho State Veteran's Cemetery	Historical Site or District	8.25
Lucky Peak State Park	Park - State	13.00
Natatorium	Park - City	1.92
Optimist Youth Sports Complex	Recreation	7.80
Simplot Sports Complex	Recreation	6.75
St. Alphonsus (H)	Health Center	3.36
The Bishops House	Historical Site or District	2.40
Veterans Memorial Park	Park - City	3.38
Warm Springs Golf Course	Recreation	2.90
Willow Lane Athletic Complex	Recreation	3.40

Exhibit D: Preferred Walk Routes

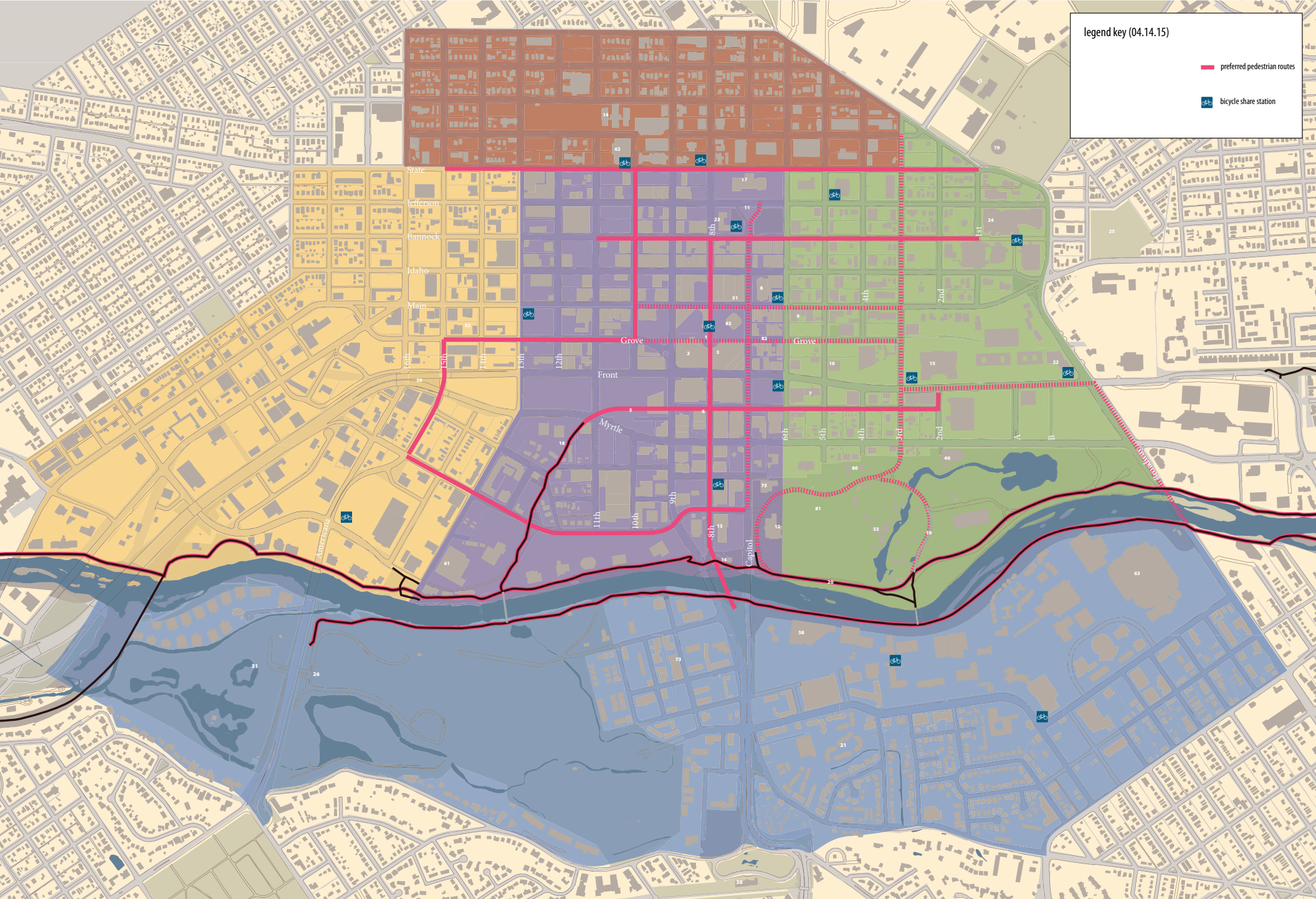
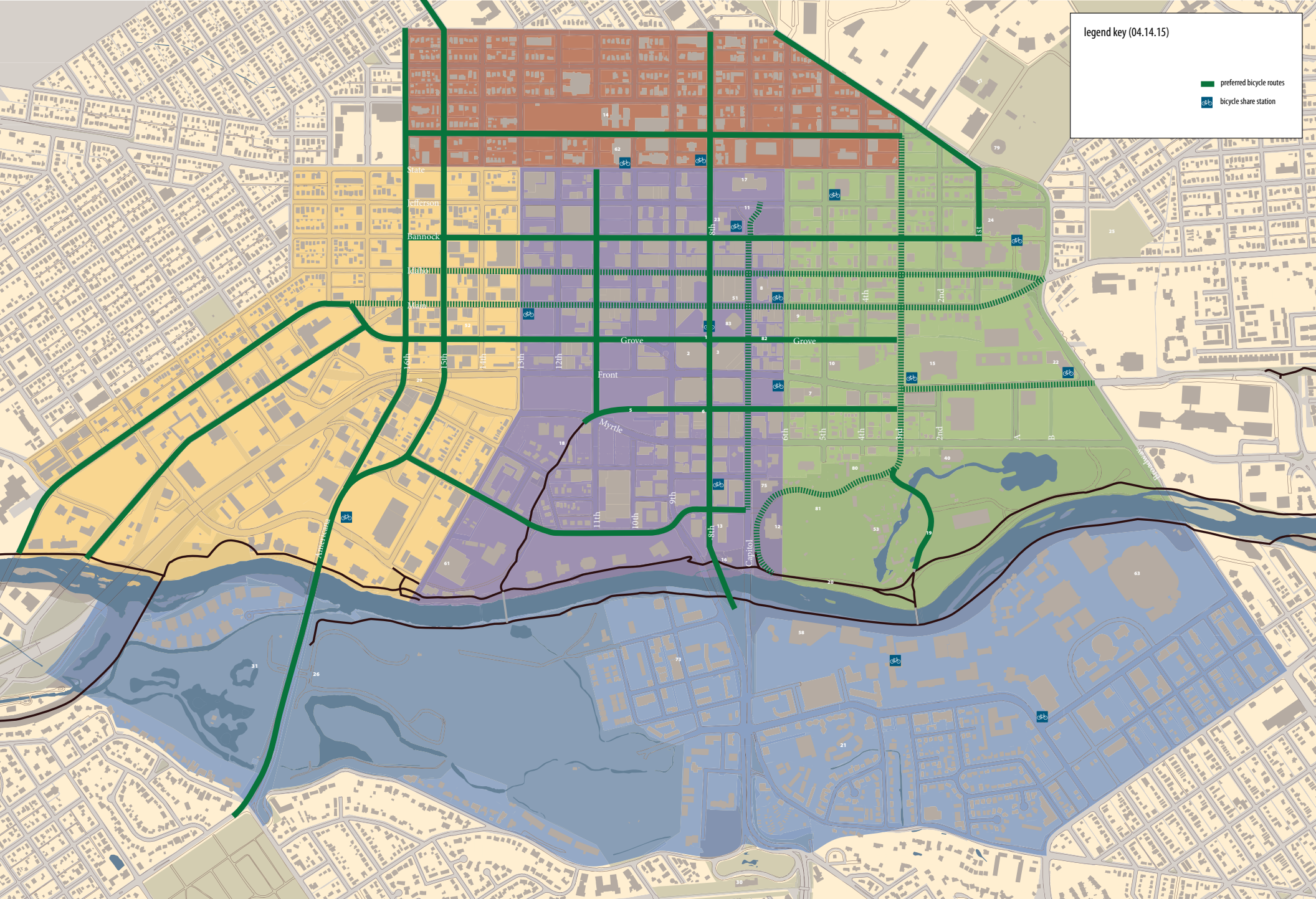


Exhibit E: Preferred Bike Routes





AGENDA BILL

Agenda Subject: Contract Award for 2015 Waterproofing Project – Capitol Terrace Parking Garage		Date: May 11, 2015
Staff Contact: Mary Watson	Attachments: 1. Major Reinvestments in Parking Garage System 2. Project Location Map 3. Resolution No. 1388	
Action Requested: Adopt Resolution No. 1388 awarding the contract for the 2015 Waterproofing Project – Capitol Terrace Parking Garage to Specialty Systems Incorporated.		

Background:

Since FY 2009, CCDC has been making major reinvestments to extend the longevity and enhance the appearance of the six parking garages in the Downtown Public Parking System (DPPS). A brief summary of these reinvestments is included in Attachment 1.

CCDC's FY 2015 budget includes funds for waterproofing the Capitol Terrace Parking Garage located at 770 W. Main St (see Attachment 2). The scope of work includes waterproofing a portion of Level 2 to protect the ground level retail space, waterproofing a portion of Level 5 and the entire Level 6 roof deck. Additionally, repairs will be made to the compression joint on the ramp between the ground level and Level 2 in order to stop water leaking into the first floor trash room below. A damaged trash room wall will be repaired, the compression joint will be sealed, and water repellant will be applied to the ramp. There are other minor repairs throughout the project, as well.

CCDC issued a formal bid invitation for this project on March 31, 2015. Legal notice was published in the Idaho Statesman newspaper on March 31 and April 6, 2015. Seven firms registered indicating an interest in bidding, and five bids were received as follows:

Registered Firms	Bid Received	Notes
ADH Ventures / Consurco	\$482,092.64	
Angelus Waterproofing	\$294,046.89	No PWC license / no bid security
FD Thomas	\$497,240.00	
Guaranteed Waterproofing		Did not submit a bid.
Pioneer Waterproofing	\$392,500.00	
Specialty Systems Incorporated	\$315,600.00	
Watson Associates		Did not submit a bid.

The lowest bid price was from Angelus Waterproofing, however the bid was not the lowest **responsive** bid because the company did not have a valid public works contractor's license at the date and time of bid opening and did not submit the required 5% bid security – both of which are statutory requirements. The lowest responsive bid meeting all bid requirements was from Specialty Systems Incorporated for \$315,600.00.

Fiscal Notes:

CCDC's FY 2015 budget includes \$300,000 for the 2015 Waterproofing Project, which is intended to cover the construction cost, consultant fees, and a 10% contingency which is reserved by CCDC should it be needed for change orders due to unforeseen circumstances. Based on the amount bid by Specialty Systems, the budget would be as follows:

Construction	\$315,600
10% Contingency	\$ 31,560
Design Fees, Bidding Docs, and Construction Admin	<u>\$ 10,000</u>
	\$357,160

The capital improvements line item in the Parking Fund does have additional money that can be made available for this project. Therefore, Staff feels confident that sufficient funding is available to proceed.

Staff Recommendation:

1. The Board adopt Resolution No. 1388 awarding the construction contract for the 2015 Waterproofing Project to Specialty Systems Incorporated for the bid amount for \$315,600.
2. The Board authorize the Executive Director to negotiate and execute the contract and to expend funds up to the amount bid for the project plus a 10% contingency.

Suggested Motion:

I move to adopt Resolution No. 1388 awarding the construction contract for the 2015 Waterproofing Project – Capitol Terrace Parking Garage to Specialty Systems Incorporated for the bid amount for \$315,600 and to take the necessary steps to negotiate and execute the contract, and to expend funds as set forth in the resolution.

Attachment 1

Major Investments in Downtown Public Parking System 2009 – Present

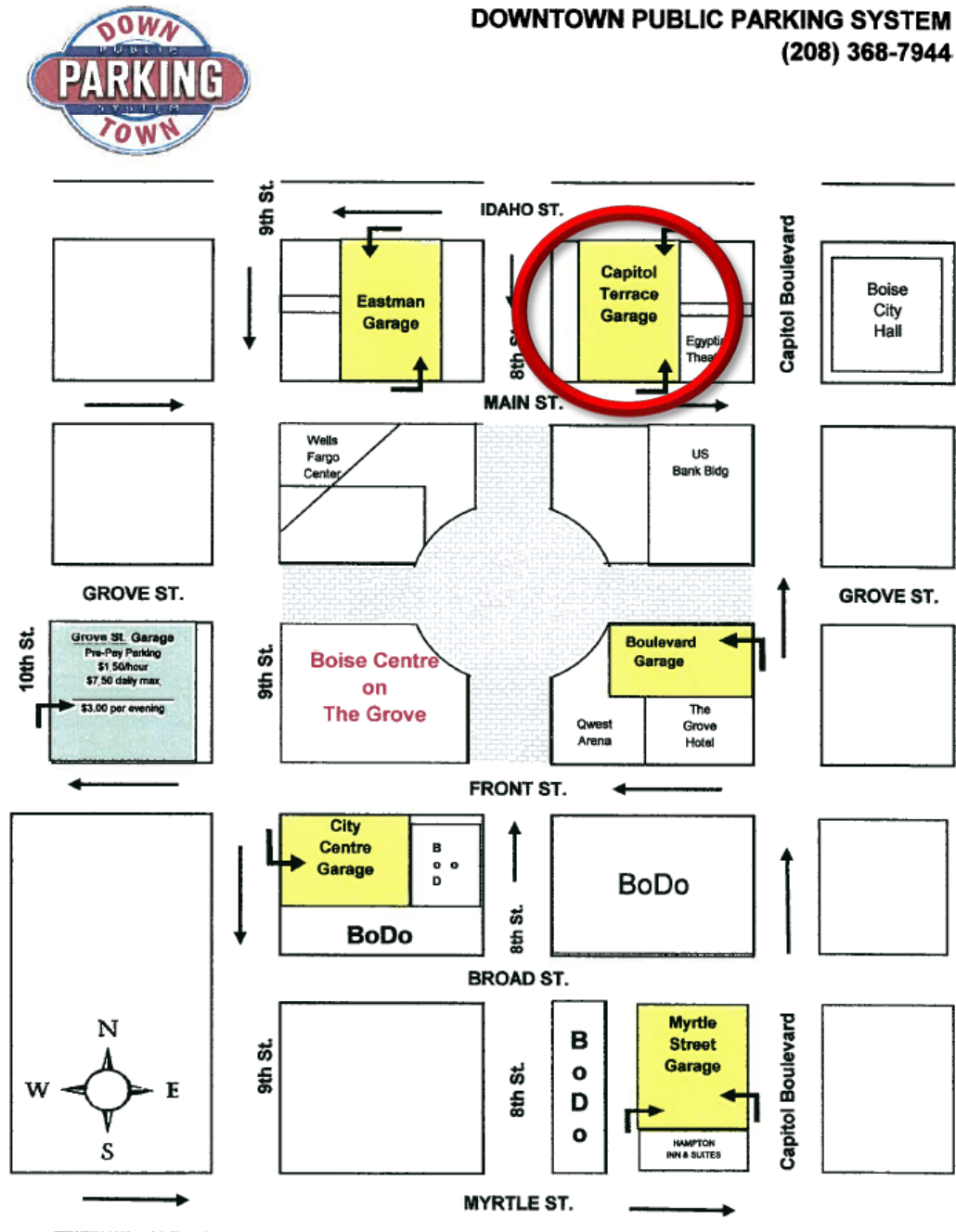
		Contract Award (1)					
Year	Project	Boulevard	Capitol Terrace	City Centre	Eastman	Grove Street	Myrtle Street
2009	Lighting Replacement		\$79,280				
2010	Exterior Painting		\$199,824				
2010	Waterproofing - Stairs & Landings		\$59,824				
2011	Stair Replacement			\$1,106,500			
2011	Waterproofing				\$192,305		
2012	Waterproofing (1)	\$29,020					
	Waterproofing (1)					~\$195,775	
	Waterproofing (1)						~\$300,000
2012	Sprinkler Replacement			\$533,821			
2013	Sprinkler Replacement	\$135,770					
	Sprinkler Replacement		\$263,238				
2014	Exterior Painting				\$154,500		
	Waterproofing			\$194,532			
	Subtotals by Garage	\$164,790	\$602,166	\$1,834,853	\$346,805	\$195,775	\$300,000

- (1) 2012 Waterproofing Project was a combined project including work in Boulevard, Grove St., and Myrtle St. Garages. The split between the three garages in the chart is approximate and are based on the final contract amount of \$524,795.50. The original contract award was \$575,723.

Summary		
2009-2014	Individual Garage Projects	\$3,444,389
2012-2014	Parking Access & Revenue Control System (PARCS)	\$1,752,625
	Total	\$5,197,014

Attachment 2

Project Location Map – Capitol Terrace Parking Garage



RESOLUTION NO. 1388

BY THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY OF BOISE CITY, IDAHO:

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY OF BOISE CITY, IDAHO, FINDING SPECIALTY SYSTEMS INCORPORATED SUBMITTED THE LOWEST RESPONSIVE BID FOR THE 2015 WATERPROOFING PROJECT – CAPITOL TERRACE PARKING GARAGE; AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE A PUBLIC WORKS CONSTRUCTION CONTRACT BETWEEN THE AGENCY AND SPECIALTY SYSTEMS INCORPORATED TO UNDERTAKE AND COMPLETE THE 2015 WATERPROOFING PROJECT – CAPITOL TERRACE PARKING GARAGE; AND PROVIDING AN EFFECTIVE DATE

THIS RESOLUTION is made on the date hereinafter set forth by the Urban Renewal Agency of Boise City, Idaho, an independent public body, corporate and politic, authorized under the authority of the Idaho Urban Renewal Law of 1965, as amended, Chapter 20, Title 50, Idaho Code, a duly created and functioning urban renewal agency for Boise City, Idaho, hereinafter referred to as the “Agency.”

WHEREAS, Idaho Code § 67-2805(3)(a) provides for a competitive bidding process for procurement of public works construction; and,

WHEREAS, the Agency owns and operates the Downtown Public Parking System (“DPPS”) in downtown Boise, which includes the Capitol Terrace Parking Garage; and,

WHEREAS, it is in the public interest to conduct periodic major maintenance of the DPPS parking garages to extend their longevity and enhance their appearance; and,

WHEREAS, the Agency issued a Project Manual & Invitation to Bid for the 2015 Waterproofing Project – Capitol Terrace Parking Garage on March 31, 2015 (“Project”) (“Bid Invitation”) which invited bids from public works contractors licensed by the State of Idaho for waterproofing services in accordance with the Project plans and specifications; and,

WHEREAS, the Agency published a public notice of the Bid Invitation in the Idaho Statesman newspaper on March 31 and April 6, 2015; and,

WHEREAS, the Agency received five (5) sealed bids from ADH Ventures /Consurco, Angelus Waterproofing, FD Thomas, Pioneer Waterproofing, and Specialty Systems Incorporated by the bid due date and time of April 30, 2015, at 3:00 p.m., as follows:

WHEREAS, the bid received from Angelus Waterproofing was the apparent low bid, but the bid must be rejected because Angelus Waterproofing did not have a valid public works contractor’s license issued by the State of Idaho and the bid submitted did not include the required bid security; and,

WHEREAS, the remaining four (4) bidders meet all of the required statutory and administrative requirements for submission and have appropriate, valid public works contractors licenses; and

WHEREAS, Specialty Systems Incorporated offered the lowest responsive bid for the Project; and,

WHEREAS, CCDC staff is recommending to the Board that the contract award for the Project be made to Specialty Systems Incorporated as the lowest responsive bidder.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY OF BOISE CITY, AS FOLLOWS:

Section 1: That the above statements are true and correct.

Section 2: That the Board hereby finds and declares that the Angelus Waterproofing apparent low bid is rejected because Angelus Waterproofing does not hold a valid public works contractor's license issued by the State of Idaho and because the bid submitted did not include the required bid security.

Section 3: That the Board hereby finds that Specialty Systems Incorporated submitted the lowest responsive bid for the 2015 Waterproofing Project – Capitol Terrace Parking Garage.

Section 4: That the Chair, Vice-Chair, or Executive Director of the Agency are hereby authorized to negotiate, sign and enter into a public works construction agreement with Specialty Systems Incorporated for the Base Bid amount of THREE HUNDRED FIFTEEN THOUSAND SIX HUNDRED DOLLARS (\$315,600), consistent with the Board's stated instructions at the May 11, 2015, Agency Board Meeting and further are hereby authorized to execute all necessary documents required to implement the actions contemplated by the public works construction agreement, subject to representations by the Executive Director and Agency legal counsel that all conditions precedent to actions and the public works construction agreement or other documents are acceptable based upon advice from Agency's legal counsel that are consistent with the comments and discussions received at the May 11, 2015, Agency Board Meeting.

Section 5: That the Executive Director is further authorized to expend funds for the Base Bid amount of \$315,600, and up to 10% of this amount for contingencies if determined necessary in his best judgement.

Section 6: That this Resolution shall be in full force and effect immediately upon its adoption and approval.

PASSED by the Urban Renewal Agency of Boise City, Idaho, on May 11, 2015. Signed by the Chairman of the Board of Commissioners, and attested by the Secretary to the Board of Commissioners, on May 11, 2015.

URBAN RENEWAL AGENCY OF BOISE CITY

By: _____
John Hale, Chairman

Date: _____

ATTEST:

By: _____
Secretary

Date: _____

4847-7561-0403, v. 1

CCDC Parking Consulting On-call - 2015



This preliminary project work plan/schedule is designed to initially coordinate multiple project task orders to achieve maximum benefit for CCDC and to keep all tasks coordinated and on-track.

Initially the following three task are being included:

- Parking Rate Assessment
- Parking Strategic Plan
- Parking System Re-Branding

	May	June	July	August	September	October	November
Task 1 - Project Start Up & Community Engagement Plan Development							
Submit Initial RFI							
Review Background Info							
Develop project steering committee and stakeholder engagement approach							
Submit Initial Community Engagement Plan							
Project kick-off meetings - Project Trip # 1 (May 18-20)	★						
Public Meeting - Project Introduction							
Refine Community Engagement Plan							
Task 2 - Parking Rate Assessment							
Create a local parking stakeholder advisory committee (Question: one group for all tasks or different groups for each task?)							
Parking rate assessment meeting # 1 (June 2-4)		★					
Develop updated parking rate model framework							
Obtain data from CCDC's new PARCS system to feed into rate model							
Update "Recommended CCDC Parking System Investment Plan"							
Conduct local parking rate survey							
Conduct regional/national parking rate survey							
Conduct assessment of "Demand-Based" or "Performance-Based" parking pricing strategies							
Evaluate relationship of on-street and off-street parking rates							
Work with City of Boise staff to coordinate parking rate strategies going forward							
Parking rate assessment progress update meeting # 2							
Assess recommended frequency of parking rate adjustments							
Submit a draft report with preliminary recommendations - submit to CCDC staff for review							
Review preliminary recommendations with stakeholder advisory committee							
Submit formal draft parking rate assessment report							
Present draft report recommendations to CCDC Board							
Incorporate CCDC comments and issue final report							
Development of Future Parking Demand Projections							
Task 3 - Parking Strategic Plan							
Create a local parking stakeholder advisory committee							
Parking strategic plan kick-off meeting. Meet with City staff and other key stakeholders (June 2-4)		★					
Develop a strategic plan overview and current conditions summary							
Using the most recent Carl Walker report and recent condition updates, develop a parking supply/demand overview							
Conduct a limited assessment of the City's on-street parking program, including new program initiatives							
Review the current state of CCDC's existing TIF Districts including goals, current projects, district timelines, etc.							
Include feedback from DBI stakeholder outreach on parking issues and recent Parking Development Roundtable meetings							
Identify and summarize key issues and proposed project focus areas							
Parking Strategic Plan progress update meeting # 1 (review results tasks above)							
Develop project survey and social media options and processes. Summarize community feedback.							
Identify peer cities and conduct peer city reviews							
Conduct parking management best practice reviews based on project focus areas and key issues							
Identify a range of parking/transportation demand management strategies to best support the larger Boise community and CCDC strategic goals							
Parking Strategic Plan progress update meeting # 2 (review results tasks above)							
Refine and prioritize preliminary recommendations and specific action items							
Identify programmatic and policy implications of proposed recommendations							
Identify financial and funding implications of proposed recommendations							
Parking Strategic Plan progress update meeting # 3 - Review preliminary recommendations with stakeholder advisory committee and CCDC Board							
Prepare and submit formal draft parking strategic plan report							
Incorporate CCDC comments and issue final report							
Task 4 - Parking System Re-Branding							
Review current program branding and signage programs							
Review recent downtown wayfinding work done by Sea Reach							
Initial branding and signage concept development							
Meeting with PICTOFORM and CCDC Staff							
Work with Todd Pierce and PICTOFORM to develop parking system specific branding and signage options							
Draft and Submit Preliminary branding concepts for CCDC review							

- ★ Indicates a Project Trip to Boise
- ◆ Indicates IPI Conference
- ◆ Indicates PIPTA Conference
- ◆ Indicates IDA Conference



CCDC Parking Rate Assessment and Strategic Parking Management Plan

Project Kick-Off Meeting Agenda – May 18th – 20th, 2015

Dates:May 18th – 20th, 2015**Kimley-Horn and Associates Staff:**

L. Dennis Burns, CAPP – Project Manager
Vanessa K. Solesbee – Asst. Project Manager
Sam Veraldi, CAPP – Financial Specialist

► **May 18th, 2015**

3:00 PM – Project Team Arrives in Boise

3:30 – 4:30 PM – Meeting with Max Clark to review kick-off meeting agenda and address logistical issues

- Location: Max's Office
- Attendees:
 - Max Clark
 - KH Staff

6:00 PM – Dinner Meeting

- Location: TBD
- Attendees:
 - Max Clark
 - KH Staff

► **May 19th, 2015**

8:00 AM – 9:00 AM

- Breakfast Meeting
 - Location: TBD
 - Attendees:
 - Max Clark
 - KH Staff

9:00 AM – 10:30 AM

- Initial Project Steering Committee Meeting
 - Team Introductions
 - Overall Project Tasks
 - Parking Rate Assessment
 - Parking Strategic Plan
 - Parking Branding Study
 - General On-Call Services
 - CCDC Agency Strategic Goals Discussion
 - Overall Project Schedule/Work Plan Review
 - Discuss role of the project steering committee going forward

- Discuss creation of a Community Stakeholder Taskforce
- Discuss whether the rate study and strategic plan have the same community stakeholder task force or whether we need two distinct groups.
- Location: CCDC Small Conference Room (or TBD)
- Attendees:
 - Max Clark
 - KH Staff
 - CCDC Project Steering (To be defined by Max and team)

▪ **10:30 AM – 12:00 PM**

- **Parking Rate Assessment – Project Planning Meeting**
 - Introduce Sam Veraldi
 - Review Rate Assessment Approach and Action Items
 - Meet with Car Park/CCDC Staff re: PARCS Data Needs
 - Parking rate model update
 - Discuss local and regional/national parking rates survey
 - Discuss updating the "Recommended CCDC Parking System Investment Plan" document
 - Discuss approach to incorporating on-street parking rates into the 2015 rate assessment
 - Location: CCDC Small Conference Room (or TBD)
 - Attendees:
 - Max Clark
 - KH Staff
 - Car Park Staff
 - City On-Street Staff

Noon - 1:30 PM

- Lunch

1:30 PM – 2:30 PM

- **Community Engagement Strategy Planning**
 - Vanessa will lead the group through a discussion of potential community engagement strategies and on-line tools
 - Location: CCDC Small Conference Room (or TBD)
 - Attendees:
 - Max Clark
 - KH Staff
 - Select CCDC Staff
 - Select DBI Staff?
 - Select City Staff?
 - Mayor's Representative?

3:00 PM – 4:00 PM

- **Parking Supply/Demand Analysis Update**
 - Discuss most recent Carl Walker Supply/Demand Study
 - Discuss needed data collection updates

- Inventory
- Occupancy Surveys
- Turn-Over Surveys
- Discuss new development proposals
 - CCDC
 - City
 - Others?
 - Location: CCDC Small Conference Room (or TBD)
 - Attendees:
 - Max Clark
 - KH Staff
 - Select CCDC Staff

4:00 PM – 5:30 PM

- **Consultant Work Time**

6:30 PM

- **Dinner**

► **May 20th, 2015**

8:00 AM – 9:00 AM

- **Breakfast Meeting**
 - Location: TBD
 - Attendees:
 - Max Clark
 - KH Staff

9:00 AM – 10:00 AM

- **Meeting with BSU Staff**
 - Discuss BSU Programs and Development Plans
 - Location: CCDC Small Conference Room (or TBD)
 - Attendees:
 - Max Clark
 - KH Staff
 - Select BSU Staff

10:00 AM – 11:00 AM

- **Next Steps Planning**
 - Location: CCDC Small Conference Room (or TBD)
 - Attendees:
 - Max Clark
 - KH Staff
 - Select CCDC Staff

11:00 AM

- **Consultants Depart for Airport**



CCDC Parking Rate Assessment and Strategic Parking Management Plan

Strategic Plan Trip # 2 – Draft Meeting Agenda

Dates:June 2nd – 4th, 2015**Kimley-Horn and Associates Staff:**

L. Dennis Burns, CAPP – Project Manager
Vanessa K. Solesbee – Asst. Project Manager
Jamie Licko – Centro
Sam Veraldi, CAPP - ?

► June 2nd, 2015

3:00 PM – Project Team Arrives in Boise

3:30 – 4:30 PM – Meeting with Max Clark to review meeting agenda and address logistical issues

- Location: Max's Office
- Attendees:
 - Max Clark
 - KH Staff
 - Jamie Licko

6:00 PM – Dinner Meeting

- Location: TBD
- Attendees:
 - Max Clark
 - KH Staff
 - Jamie Licko

► June 3rd, 2015

8:00 AM – 9:00 AM

- Breakfast Meeting
 - Location: TBD
 - Attendees:
 - Max Clark
 - KH Staff
 - Jamie Licko

9:00 AM – 11:30 AM

- Project Steering Committee Meeting
 - Introduce Jamie Licko/Centro
 - Status Update on Overall Project Tasks
 - Parking Rate Assessment
 - Parking Strategic Plan
 - Parking Branding Study
 - General On-Call Services

- Review CCDC Agency Strategic Goals
- Discuss Agency Long-term Funding Strategies
- Discuss role of parking as a key agency strategy going forward
- Discuss alternative organizational options re: parking
- Discuss preferred parking system management strategies within the context of CCDC's larger mission/vision
- Discuss larger parking system integration options
- Location: CCDC Small Conference Room (or TBD)
- Attendees:
 - Max Clark
 - KH Staff
 - Jamie Licko
 - CCDC Project Steering (To be defined by Max and team)

- **11:30 AM – 1:30 PM**
 - Lunch

1:30 PM – 2:30 PM

- **Parking Rate Assessment – Project Update**
 - Parking Rate Model Development
 - Additional data needs
 - Local and regional/national parking rates survey update
 - "Recommended CCDC Parking System Investment Plan" update
 - On-street parking rate analysis update
 - Discuss "Performance Based-Parking" options and applications from around the country
 - Location: CCDC Small Conference Room (or TBD)
 - Attendees:
 - Max Clark
 - KH Staff
 - Jamie Licko
 - Car Park Staff?
 - City On-Street Staff?

1:30 PM – 2:30 PM

- **Community Engagement Update**
 - Review and finalize public meeting strategy
 - Preview and refine online tools
 - Discuss media strategy
 - Location: CCDC Small Conference Room (or TBD)
 - Attendees:
 - Max Clark
 - KH Staff
 - Jamie Licko
 - Select CCDC Staff

3:00 PM – 4:00 PM

- **Other Strategic Plan Elements – Progress Update**
 - Parking Supply/Demand Update

- Peer City Reviews
- Data Driven Parking Management /Performance benchmarking
- Parking Standards and Design Guidelines Update (Sustainability)
- Parking Management Plan Updates / Development or Refinement of Parking Policies
- Identification and prioritization of implementation action items
- Programmatic and Funding implications of New Parking Policies and Programs
 - Location: CCDC Small Conference Room (or TBD)
 - Attendees:
 - Max Clark
 - KH Staff
 - Jamie Licko
 - Select CCDC Staff

4:00 PM – 5:30 PM

- **Consultant Work Time**

6:30 PM

- **Dinner**

► **June 4th, 2015**

8:00 AM – 9:00 AM

- **Breakfast Meeting**
 - Location: TBD
 - Attendees:
 - Max Clark
 - KH Staff
 - Jamie Licko

9:00 AM – 10:30 AM

- **Public Meeting – Strategic Parking Plan and Rate Assessment Introduction**
 - Location: CCDC Large Conference Room (or TBD)
 - Attendees:
 - Max Clark
 - KH Staff
 - Jamie Licko
 - Key Stakeholder Groups
 - Public
 - Media

10:30 AM – 11:30 AM

- **Public Meeting Debrief**
- **Next Steps Discussion**

11:30 AM

- **Consultants Depart for Airport**



TO: John Hale, Chairman, CCDC Board Executive Committee
FM: John Brunelle, Executive Director
RE: CCDC Operations Report – April 2015



Executive Director John Brunelle at the
State of the Downtown Breakfast on Tuesday, May 5, 2015

Development Team: Todd Bunderson, Doug Woodruff, Shellan Rodriguez,
Karl Woods & Matt Edmond

City owned property on the market!

Boise City has officially put their West End land holdings on the market for lease or exchange. Thornton Oliver Keller has been hired to help find potential users or developers that would have interest in these properties. The City would love to see mixed use development compatible with the Master Plan for the area, and the West End is ripe for new housing development with the numerous amenities in the area.

CWI announces intention to build Ada County campus in the West End!

We have been working hard for several years to set the stage whereby a catalytic development comes to the West End, and in April, CWI announced intentions to purchase the old Bob Rice Ford dealership site and locate an Ada County campus there. This location could be ideally suited for CWI with easy freeway access, close proximity to BSU and downtown, and it lies on the doorstep of many outdoor activities that could draw students to the school. In the coming months, we are excited to learn more about their plans and see if this intention can become a reality.

Charter for The Grove Plaza (Grove 2.0)

At the May 2nd Capital City Market, CCDC staff collected public input on the future of the Grove Plaza. Over 500 responses have been collected. On May 6, the stakeholder group will convene to review the draft charter. Initial research on a second generation of brick engraving is being conducted. A formal presentation on the project is planned for the June Board meeting.

PP3: Gardner - City Center Plaza Project

The amended and restated agreement has been fully executed. Of the \$770,000 agreement, approximately \$410,000 has been paid to date. The payments have covered costs of public utility relocations, and soil remediation under the Grove Plaza.

Public Art - River Sculpture

A MOU has been put in place between CoB and CCDC for \$30,000 to be used at CoB's discretion.

Carley Concept - 5th & Idaho Mixed Use Apartments

CCDC Board designated the streetscapes as a potential T4 project and additionally public open space and utility costs as a T2 project. Staff continues to work with the developer regularly to determine the economic feasibility of the proposed project.

Local Construct Project - 5th & Broad

A Type 3 LOI has been fully executed and staff will continue to work with the developer to negotiate a final agreement for future Board approval. Staff would like to hire a financial feasibility consultant to assist in CCDC due diligence.

Pioneer Corridor Easement

The easement was approved by Parks and Rec Commission and City Council in April and the Type 4 Participation Agreement and Development Agreement was approved at CCDCs April

board meeting. Staff is coordinating final signatures and is working with the Land Group to contract for the needed legal descriptions and the topo survey.

Pioneer Corridor Phase 3 Construction

Board approved a T4 participation agreement at its April 13 meeting. RMH has until October 2015 to construct the pathway and be reimbursed. In the event the developer chooses not to make the improvements, CCDC had until the end of 2016 to commence construction in order to keep the easement in force. In either case, staff expects to execute design contract with The Land Group by mid-May.

PP3: JUMP!/Simplot HQ

Staff has drafted a T3 agreement and will be sending an initial draft to the Developer.

SS: 12th & Front

A construction contract was awarded to Guho Corp. following the CCDC Board of Commissioners review of the bid results at its meeting on April 13, 2015. Construction started on May 4, 2015 as scheduled. Extensive public outreach has been conducted and construction is going very well.

SS: Eastside of 6th (Idaho/Alley)

A construction contract was awarded to Guho Corp. following the CCDC Board of Commissioners review of the bid results at its meeting on April 13, 2015. Construction started on May 4, 2015 as scheduled. Extensive public outreach has been conducted and construction is going very well.

SS: Idaho St Both Sides 5th/6th

A construction contract was awarded to Guho Corp. following the CCDC Board of Commissioners review of the bid results at its meeting on April 13, 2015. Construction started on May 4, 2015 as scheduled. Extensive public outreach has been conducted and construction is going very well.

SS: S 8th St (Broad/Myrtle)

On 4/13 staff presented a T4 participation program application from the major property on this block requesting reimbursement for the construction of sidewalk improvements on both sides of the street. A request for approval is expected at the June meeting. Construction could start in late September, 2015.

SS: Westside of 5th (Main/Bannock)

A construction contract was awarded to Guho Corp. following the CCDC Board of Commissioners review of the bid results at its meeting on April 13, 2015. Construction started on May 4, 2015 as scheduled. Extensive public outreach has been conducted and construction is going very well.

Vacation of Right of Way by Hayman House/Alley

This effort is on hold until staff has determined whether a vacation improves development potential of the Ash St holdings.

Macy's Building Redevelopment

The CCDC Board has approved terms of a T3 Participation Agreement. Execution of the Agreement is pending. Interior work is underway. Final due diligence of Athlos Academies leading to the closing on the property is continuing. CCDC/Athlos may execute the agreement

prior to final facade/streetscape design to provide documentation for the Idaho Department of Commerce grant application for the Tax Reimbursement Incentive Program. The agreement requires all the requisite permissions/reviews by CCDC for eligible cost reimbursement and can be signed before final designs are complete.

RFQ/P 1401/1403 W Idaho St

Local Construct and Gardner Group submitted proposals. The Review Panel met 3 times including interviews with each development team. Discussion is scheduled for the May 11th CCDC Board.

SS: 11th Street (Alley/Idaho)

Drawings were submitted for ACHD review on 4/6/2015. ACHD plan review comments anticipated to be transmitted to design consultants shortly. Bid scheduled to be issued 6/2/2015 with a construction start in August, 2015.

SS: 13th Street

Drawings were submitted for ACHD review on 4/6/2015. ACHD plan review comments anticipated to be transmitted to design consultants shortly. Bid scheduled to be issued 6/2/2015 with a construction start in August, 2015.

SS: 14th Street

14th Street streetscape improvements have been pulled from project scope for the year due to property owners that are opposed to the improvements and other circumstances.

SS: 15th Street

Drawings were submitted for ACHD review on 4/6/2015. ACHD plan review comments anticipated to be transmitted to design consultants shortly. Bid scheduled to be issued 6/2/2015 with a construction start in August, 2015.

Street Furniture - 10th Street Selection/Installation

Silver trash cans in place. Remaining item is the benches. Going to use standard benches. Spoke with stakeholders, CTY and 601 Gallery. Locations selected. Working on getting installed.

Boise City 6.5 Acre Development/Disposition

Staff have been working with Jay Story and Boise City legal and PDS regarding development of these properties with Boise City serving as the lead agency. Both properties have been listed with Thornton, Oliver, Keller for lease/trade to ascertain interest in this approach prior to pursuing either an auction or possible cooperative development plan with CCDC.

Public Art - Whittier Fence

CCDC has paid our portion of the project to City of Boise to close out FY14 (\$10,000). Dennis & Margo Proksa of Black Rock Forge in Pocatello were selected to be the artists, and they are working on the design concept. Concepts will be submitted May 12, 2015.

West End SS Standards

Staff executed a contract with Jensen Belts on 4/23/2015 to update streetscape standards, including 30th Street. Project team kickoff meeting and stakeholder meeting are scheduled in May. Stakeholders involved include ACHD, Boise PDS, Boise Forestry, Boise Public Works, DBA, Idaho Power, United Water, and VRT. Anticipate preliminary work sessions in June and a working draft at the end of July.

Boise Bike Share

All CCDC contributions paid. Program launched on 4/15 at Grove Plaza Station. All hubs installed, all bikes programmed and on the street. Kiosks still need to be made operational.

City of Boise Urban Parks Plan

The City of Boise PDS has developed a public engagement plan that consists of interactive public boards, focus groups, an advisory group, open houses, walking tours. PDS has requested participation from both staff and Commission. The planning process is expected to begin in the next six weeks.

DBIP (DT Boise Implementation Plan) Update

ACHD estimates the soonest a decision can be made on converting 5th & 6th is early 2016 (they want to see how 13th goes this year), and the soonest the actual conversion could take place is 2017. Subsequent coordination with CCDC staff and ACHD pavement managers has been included in the draft 5 year CIP. CCDC and ACHD staff have a tentative agreement to partner on combined streetscape/road rebuild projects on Fulton, 9th/east end and Broad, Capitol/2nd, as well as coordinating work on Bannock, 9th/Capitol in 2016. CCDC is planning to begin work on 2015 DBIP (13th, 14th, Bannock) on July 9.

Downtown Housing Study

ECONorthwest & Leland Consulting presented the findings from the housing study to an audience of approximately 15 housing developers at CCDC in mid April. The reports will be final in May.

Public Art - Traffic Box Artwork

14 Boxes identified for FY15 plus an additional 2 for 30th St branding. CoB currently preparing contract with Trademark Sign for fabrication and installation.

Wayfinding Project

The stakeholder group and city council endorsed the proposed sign design family and expressed strong (but not unanimous) support for color group 1 (green). Sign design family and color group will be decided by the board at its 5/11/2015 meeting, so the consultant can proceed with building a prototype. Staff and the consultant are continuing to refine destinations (and names) and the sign legend plan.

CCDC Business Plan & 5-Year Capital Improvement Plan

An update was completed for the March Board strategic planning session. Additional work and refinement occurred which included the drafting of a coordinated interagency approach to review, obtain input, and allow for an August CCDC Board approval of a 5-year capital improvement plan. A full presentation of the updated approach, 5-year draft plan, and inter-agency coordinated calendar was conducted at the April 27th CCDC Board Work Session. The updates were favorably received and additional direction provided. The CIP will be refined and presented to Board for consideration and approval in August of 2015 as a companion document to the annual budget.

CCDC Streetscape Maintenance Policy

Review completed. Updating changes. 1st draft will be completed by 5/8/2015.

Update CCDC Streetscape Manual

Staff executed a contract with Jensen Belts on 4/23/2015 to update streetscape standards, including 30th Street. Project team kickoff meeting and stakeholder meeting are scheduled in May. Stakeholders involved include ACHD, Boise PDS, Boise Forestry, Boise Public Works, DBA, Idaho Power, United Water, and VRT. Anticipate preliminary work sessions in June and a working draft at the end of July.

Pre-Development Advisory Meetings

Staff have been active in pre-development meetings, particularly in the LIV District. Early coordination of the Broad Street improvement project with the adjacent hotel and apartment building projects has occurred. These discussions have helped streamline the Design Review approval process.

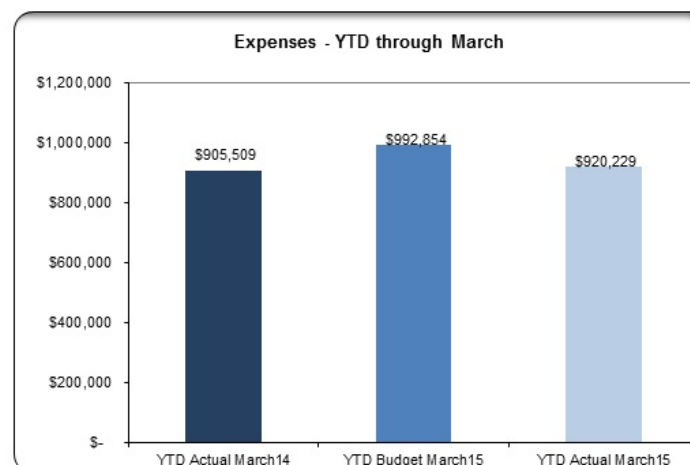
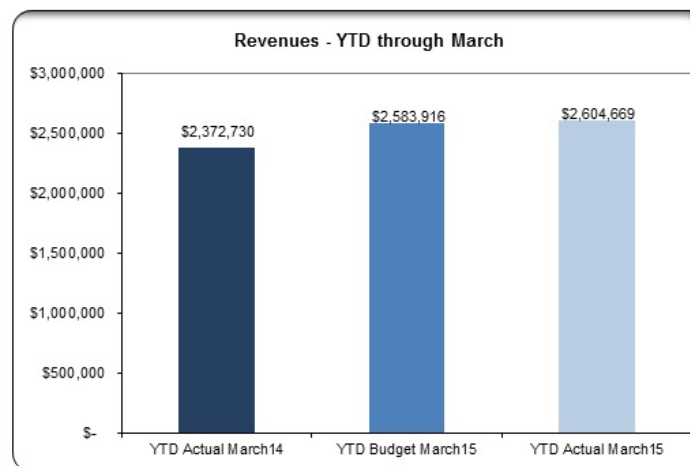
Capitol Terrace Garage - Waterproofing

Bids were opened for the project on April 30, 2015. The apparent low bidder is Specialty Systems Inc. for the base bid. Determination of the lowest responsive bidder will not be final until the CCDC Board of Commissioners reviews the bid results at its meeting on May 11, 2015 and decides whether to award a contract and which bidder will receive the contract award. Construction is anticipated to begin in early June.

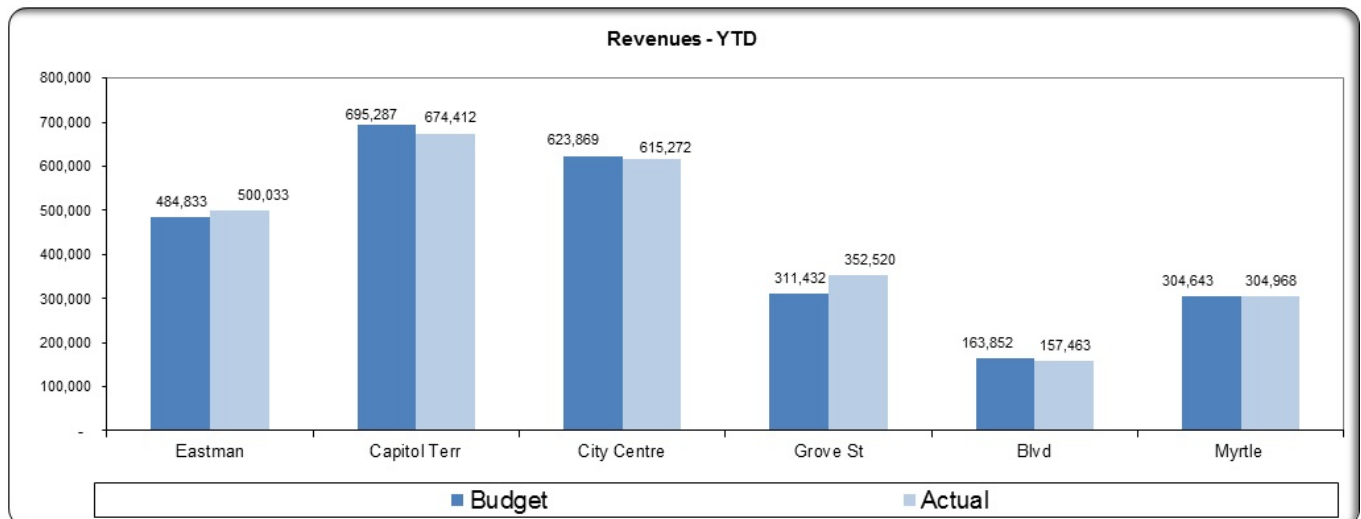
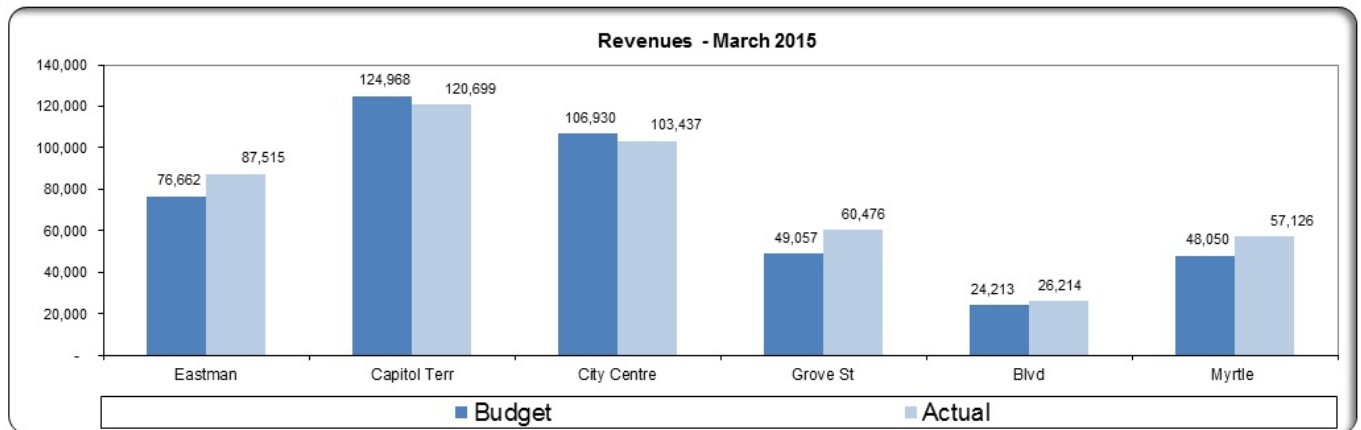
Exterior Signage for All Garages

Per discussion with Max and John, CCDC will be working with Kimley Horn on exterior garage signage and branding. Contract agreement with Sea Reach for garage wayfinding executed 5/6/2015. Wayfinding signage directing to garages will employ the universal 'P' for parking; discussions ongoing on whether to number otherwise label garages other than their current names.

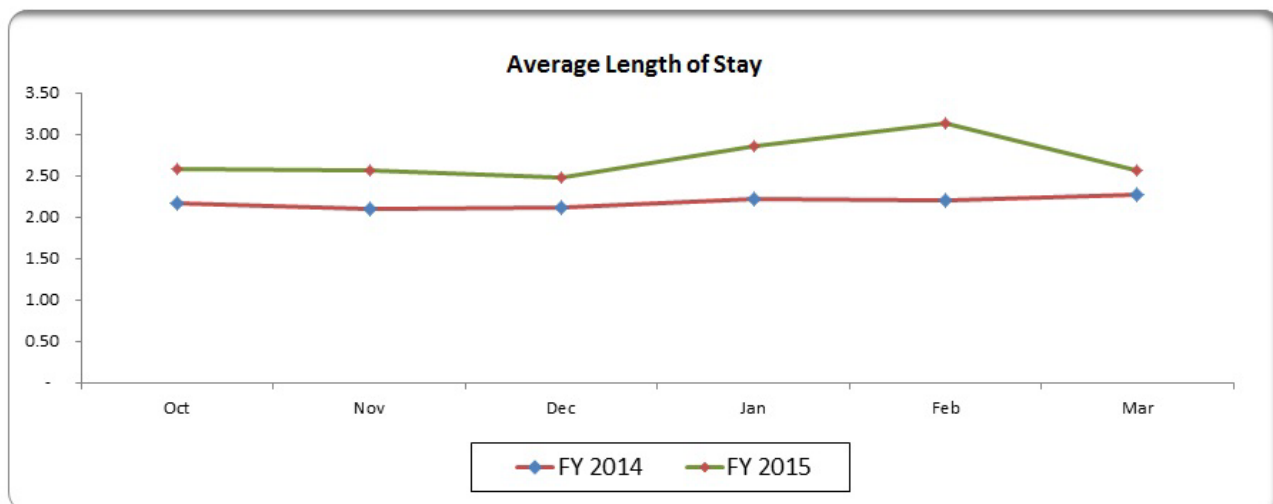
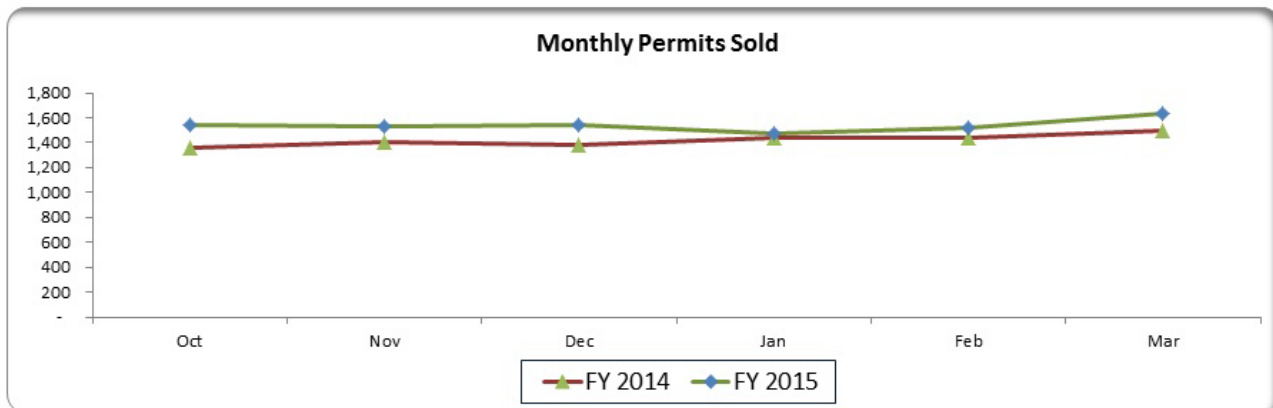
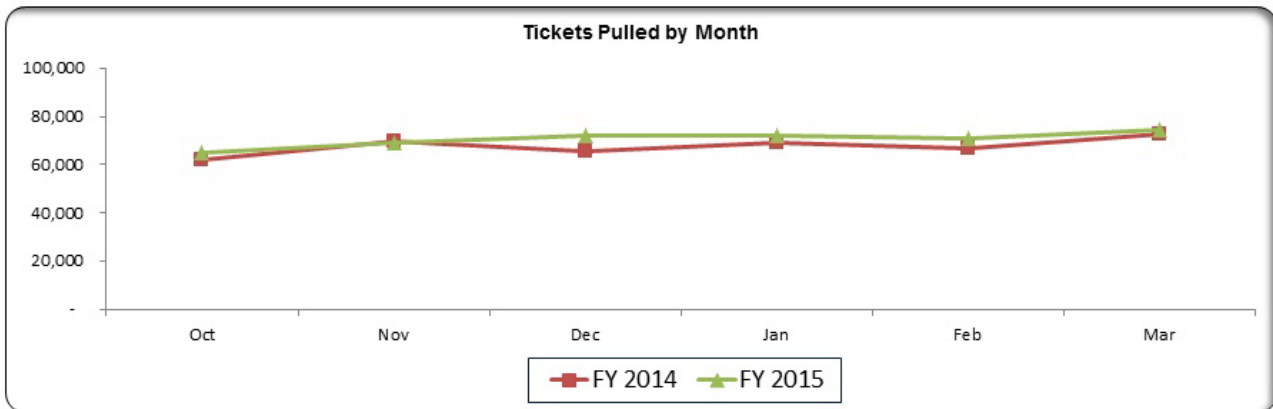
CCDC System-wide Parking Operations Comparisons with Prior Year and Budget



CCDC
Parking Results by Garage
Budget v Actual - Current Month & YTD



CCDC
System-wide Parking Results
Tickets Pulled, Permits Sold, and Average Length of Stay by Month - Prior Years v Current Year Actual



Finance Team: Ross Borden, Mary Watson, Joey Chen, Pam Sheldon, Kevin Martin & Peggy Breski

Risk-Based Cycling Review of Internal Controls

The Request for Qualifications/Proposals soliciting firms to perform the Agency's Three Year Risk-Based Cycling Review Plan was issued on April 20 with proposals due May 8. Eleven firms were directly solicited, an ad was placed in the newspaper and the solicitation has been posted on the AICPA and Agency websites. After reviewing and ranking the proposals, the top three firms will be interviewed and a recommendation will be prepared for Executive Committee consideration prior to the June Board meeting.

Year 1 of the Review would focus on the now fully-implemented \$1.9 million Parking Access and Revenue Control System (PARCS) in the Agency's six-garage Downtown Public Parking System, particularly the money-handling protocols, internal controls and related policies.

Financial Report: Thru 2nd Quarter

Included in the May Board Meeting Packet is the FY2015 Year-to-Date Financial Report for the first half of the fiscal year (October 1 thru March 31). These reports provide a quick, complete, management-level review of the Agency's operating budget. They are now standard features in Board Meeting Packets at the end of every quarter.

Competitive Procurement Activity

Streetscapes

- River-Myrtle / Old Boise District. Veteran streetscape constructor Guho Corporation is under contract and began reconstructing 6.5 block faces in Old Boise on Monday, May 4 in front of Java at 5th and Idaho streets.
- Westside District. Staff is currently preparing the Invitation to Bid for the reconstruction of 4.5 block faces. Expected issue date is June 2.

Capitol Terrace Garage Waterproofing. Bids were due and opened on April 30. The Board will receive a staff report at its regular May meeting with the expectation that the contract will be awarded at that time.

Other Contracts Activity:

Jensen Belts Assoc. Task Order to update the Downtown Boise Streetscape Standards & Specification Manual, including updating the typology map to add the 30th Street Urban Renewal District; updating the hardscape, landscape, and furnishings specifications; incorporating new green infrastructure treatments (such as Silva Cells); and assisting the Agency with materials needed for stakeholder meetings.

Quadrant Consulting, Inc. Task Order for construction administration services, construction staking, and testing services related to the currently underway streetscape project in the River-Myrtle / Old Boise district. This engagement includes subcontract work by AHJ Engineers, Musgrove Engineering, and Strata Inc.

Kimley-Horn and Associates, Inc. The first Task Order under the new five-year, On-Call Professional Services Agreement to provide scoping on new parking projects, including a parking strategic plan, a parking rate assessment, and potentially a parking demand modeling tool. The TO also includes planning and execution of a parking roundtable with developers.

ECONorthwest. An amendment to the Professional Services Agreement for the downtown housing study to add additional services related to a feasibility analysis of multi-family rental projects.

405 S. 8th Street, Suite 155. A six month lease of retail space in BoDo to serve as the headquarters of the Basque Soccer Friendly organization in anticipation of the July 29 soccer match between Basque *Athletic Club de Bilbao* and Mexican *Club Tijuana* teams at Albertsons Stadium. The Basque Soccer Friendly organization will sub-lease the space in advance of the soccer game to increase public awareness of this unique community event. The Agency will utilize the space after the soccer game for Agency outreach on issues such as Grove 2.0.

111 S. 24th Street. Addendum to extend the Commercial Lease Agreement for another six months, to October, to provide office space for Jay Story, the 30th Street / “West End” Project Manager, as part of the Agency’s obligation under an MOU with the City.

Prost! Boise. An 8th Street café license for this new German beers & brats business (coming soon!).

City of Boise. Two grant agreements to the City: one for 16 traffic box art wraps in three of our urban renewal districts; and another for unspecified / unrestricted art improvements as needed by the City’s Department of Arts & History.

Capitol Landscape. Task Order to facilitate relocating 27 pallets of pavers to the Agency’s warehouse at 620 S. 9th Street.