

CAPITAL CITY DEVELOPMENT CORPORATION  
Board of Commissioners Meeting  
Conference Room, Fifth Floor, 121 N. 9th Street  
November 14, 2016 12:00 p.m.

A G E N D A

**I. CALL TO ORDER**

Chairman Hale convened the meeting with a quorum at 11:59am

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

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

**II. AGENDA CHANGES/ADDITIONS**

There were no changes/additions to the agenda.

**III. CONSENT AGENDA**

**A. Expenses**

1. Approval of Paid Invoice Report – September 2016
2. Approval of Paid Invoice Report – October 2016

**B. Minutes and Reports**

1. Approval of Meeting Minutes from September 12, 2016
2. Risk-Based Cycling Review: Year 2 of 3, IT System Security

**C. Other**

1. Approve Resolution 1467 Records Disposition
2. Approve Resolution 1468 Adopting the Downtown Boise Strategic Parking Plan

Commissioner Zuckerman moved to approve the consent Agenda.

Commissioner Shalz seconded the motion.

All said Aye. The motion to approve the Consent Agenda carried 8-0.

**IV. ACTION ITEMS**

**A. CONSIDER: Resolution 1469 Approving 'Official Intent' Eligible Tax Exempt Expenses**

Ross Borden, CCDC Finance Director, gave a report.

Commissioner Zuckerman moved to adopt Resolution 1469 Approving 'Official Intent' Eligible Tax Exempt Expenses

Commissioner Shalz seconded the motion.

All said Aye. The motion carried 8-0.

**B. CONSIDER: Resolution 1471 Awarding the 2017 Streetscape Improvements Design Contract to Jensen Belts Associates**

Mary Watson, CCDC Contracts Manager & Attorney, gave a report.

Commissioner Zuckerman moved to adopt Resolution 1471 Awarding the 2017 Streetscape Improvements Design Contract to Jensen Belts Associates

Commissioner Shalz seconded the motion.

All said Aye. The motion carried 8-0.

**C. CONSIDER: Award the Front Street Remnant Parcel RFP to Capitol Partners LP**

Shellan Rodriguez, CCDC Project Manager, gave a report

Commissioner Zuckerman moved to Award the Front Street Remnant Parcel RFP to Capitol Partners LP

Commissioner Shalz seconded the motion.

All said Aye. Motion carried 8-0.

**V. INFORMATION/DISCUSSION ITEMS**

**A. Parking Utilization Update**

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

**B. CCDC Alley Program**

Matt Edmond, CCDC Project Manager, gave a report

**C. Downtown Boise Circulator Alternatives Analysis Recommendation**

James Pardy, City of Boise P.E., Assistant City Engineer, gave a report

**D. Operations Report**

John Brunelle, CCDC Executive Director, gave a report.

**VI. EXECUTIVE SESSION**

A motion was made by Commissioner Zuckerman to go into an executive session at 1:06pm to deliberate regarding acquisition of an interest in real property which is not owned by a public agency [*Idaho Code 74-206(1)(c)*], and to 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 74-206(1)(f)*].

Commissioner Jordan seconded the motion. A roll call vote was taken:

Commissioner Bieter Aye  
Commissioner Hale Aye  
Commissioner Jordan Aye  
Commissioner Shalz Aye  
Commissioner Quintana Aye  
Commissioner Woodings Aye  
Commissioner Zuckerman Aye

Pending litigation and property acquisition were discussed during the executive session. Commissioner Jordan left before Executive Session was adjourned.

**VII. EXECUTIVE SESSION ADJOURNMENT**

A motion was made by Commissioner Zuckerman to adjourn executive session at 2:09pm and return to the public meeting. Commissioner Shalz seconded the motion. A roll call vote was taken:

- Commissioner Bieter Aye
- Commissioner Hale Aye
- Commissioner Quintana Aye
- Commissioner Shalz Aye
- Commissioner Woodings Aye
- Commissioner Zuckerman Aye

**VIII. REGULAR MEETING ADJOURNMENT**

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

All said Aye. 6-0

The meeting was adjourned at 2:10pm

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ADOPTED BY THE BOARD OF DIRECTORS OF THE CAPITAL CITY DEVELOPMENT CORPORATION  
ON THE 12 day of December, 2016.

  
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John Hale, Chair



  
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Pat Shalz, Secretary