

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

I. **CALL TO ORDER**

Vice Chair Zuckerman convened the meeting with a quorum at 12:01p.m.

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

Absent Were: Commissioner John Hale, and Commissioner Maryanne Jordan

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

II. **AGENDA CHANGES/ADDITIONS**

There were no changes/additions to the agenda.

III. **CONSENT AGENDA**

- A. Expenses
 - 1. Approval of Paid Invoice Report – May 2017
- B. Minutes and Reports
 - 1. Approval of Meeting Minutes from May 8, 2017
- C. Other
 - 1. Approve Resolution 1493: Approval and Adoption of Public Records Request Fee Schedule
 - 2. Approve Resolution 1494: Approval of the Type One Participation Agreement with Energreen Development Company, LLC [*Designation 5-8-2017, NTE \$150,000*]
 - 3. Approve Resolution 1499: Ratifying Sole Source Expenditure for Emergency Repairs to 10th & Front Garage [*\$39,332*]

Commissioner Shalz moved to approve the Consent Agenda.
Commissioner Woodings seconded the motion.

John Brunelle, CCDC Executive Director, made a comment regarding Consent Item C.1:

"We received an email yesterday that was clearly intended to go to all of the Commissioners. So we have taken the step to provide a copy of that to each of you here at the meeting. We think it's important that information gets to you. What we have here is an individual asking for specific aspects or details to be included in the policy that we're asking you to adopt today. From our thorough review of this and assessing this with our staff and attorneys it's apparent that all of this is already in the policy and they are in the packet as well."

Commissioner Quintana made a comment regarding Consent Item B.1, recusing himself from voting on the meeting minutes from the May 8 meeting as he was not present.

All said Aye. The motion carried 7-0.

IV. ACTION ITEMS

- A. PUBLIC HEARING: Removal of Downtown Boise Streetscape Standards and Elements of Continuity Attachments from Central, River Myrtle – Old Boise, and Westside Downtown Urban Renewal Plans.**

Vice Chair Zuckerman opened the meeting for comment. There were no public comments made.

- B. CONSIDER: Resolution 1495 Removing the Downtown Boise Streetscape Standards and Elements of Continuity Attachments from Urban Renewal Plans.**

Matt Edmond, CCDC Project Manager, gave a report.

Commissioner Shalz made a motion to adopt Resolution #1495 approving modification of urban renewal plans to remove outdated streetscape standards and elements of continuity attachments from Central, River Myrtle-Old Boise, and Westside Downtown Urban Renewal Plans.

Commissioner Woodings seconded the motion.

All said Aye. The motion carried, 7-0.

- C. CONSIDER: Resolution 1496 Updating the Cooperative Agreement with Idaho Transportation Department for Front and Myrtle Resurfacing Project.**

Matt Edmond, CCDC Project Manager, gave a report.

Commissioner Shalz made a motion to adopt Resolution #1496 approving an addendum to the cooperative agreement with Idaho Transportation Department to implement near term improvements identified by the Front & Myrtle Alternatives Analysis during its US20 resurfacing project in 2017, and authorizing the Agency's Executive Director to execute the agreement.

Commissioner Woodings seconded the motion.

All said Aye. The motion carried 7-0.

- D. CONSIDER: 11th & Myrtle – Pioneer Corner – Type Four Participation Agreement Designation with BVGC Parcel B, LLC.**

Matt Edmond, CCDC Project Manager, gave a report.

Commissioner Shalz made a motion to direct staff to negotiate a final Type 4 Participation Agreement with BVGC Parcel B, LLC for future Board approval.

Commissioner Woodings seconded the motion.

All said Aye. The motion carried 7-0.

- E. CONSIDER: Resolution 1498: Adopting New Procurement Policy.**

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

Commissioner Shalz made a motion to adopt Resolution #1498 adopting a new Procurement Policy consistent with Chapter 28, Title 67, Idaho Code.

Commissioner Woodings seconded the motion.

All said Aye. The motion carried 7-0.

F. CONSIDER: 1420 Front Street – Verraso - Type One Participation Agreement Designation with Envision 360, Inc.

Laura Williams, CCDC Development Specialist, gave a report.

Commissioner Shalz made a motion to direct staff to negotiate a final Type One Participation Agreement with Envision 360, Inc. for future Board approval.

Commissioner Woodings seconded the motion.

All said Aye. The motion carried 7-0.

G. CONSIDER: 3200 Moore Street - Sandhill Crane - Type One Participation Agreement Designation with Boise City Ada County Housing Authority.

Shellan Rodriguez, CCDC Project Manager, gave a report.

Commissioner Shalz made a motion to direct staff to negotiate a final Type One Participation Agreement with the Boise City/Ada County Housing Authority for Board approval within the next 12 months.

Commissioner Woodings seconded the motion.

All said Aye. The motion carried 7-0.

V. INFORMATION/DISCUSSION ITEMS

A. CCDC Alley Program, Utility Underground 5th to 3rd between Main and Idaho
Matt Edmond, CCDC Project Manager, gave a report.

B. Operations Report

John Brunelle, CCDC Executive Director, gave a report.

VI. EXECUTIVE SESSION

A motion was made by Commissioner Shalz to go into executive session at 1:30p.m. to deliberate regarding acquisition of an interest in real property which is now owned by a public agency; consider records that are exempt from disclosure as provided in chapter 1, title 74, Idaho Code; and communicate with legal counsel to discuss the legal ramifications and legal options for pending litigation or controversies not yet being litigated but imminently likely to be litigated [Idaho Code Section 74-206(1)(c),(d) and (f)].

A roll call vote was taken:

Commissioner Hale; Absent

Commissioner Zuckerman; Aye

Commissioner Shalz; Aye

Commissioner Ludwig; Aye

Commissioner Jones; Aye

Commissioner Woodings; Aye
Commissioner Jordan; Absent
Commissioner Quintana; Aye
Commissioner Bieter; Aye

The motion carried 7-0

Pending litigation was discussed.

VII. EXECUTIVE SESSION ADJOURN

A motion was made by Commissioner Shalz to adjourn executive session at 1:28p.m. and return to the public meeting. Commissioner Woodings seconded the motion.

A roll call vote was taken:
Commissioner Hale; Absent
Commissioner Zuckerman; Aye
Commissioner Shalz; Aye
Commissioner Ludwig; Aye
Commissioner Jones; Aye
Commissioner Woodings; Aye
Commissioner Jordan; Absent
Commissioner Quintana; Aye
Commissioner Bieter; Aye

The motion carried 7-0

VIII. REGULAR MEETING ADJOURNMENT

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

Commissioner Woodings seconded the motion.


All said Aye. The motion carried, 7-0.

The meeting was adjourned at 1:29p.m.

ADOPTED BY THE BOARD OF DIRECTORS OF THE CAPITAL CITY DEVELOPMENT CORPORATION ON
THE 10TH DAY OF July, 2017.



John Hale, Chair



Ryan Woodings, Secretary/Treasurer