

MINUTES OF REGULAR MEETING
BOARD OF COMMISSIONERS
CAPITAL CITY DEVELOPMENT CORPORATION
121 N. 9th St., Conference Room
Boise, ID 83702
March 11, 2019 12:00 p.m.

I. CALL TO ORDER:

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

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

Absent: Commissioner Maryanne Jordan

Agency staff members present were: John Brunelle, Executive Director; Todd Bunderson, Development Director; Mary Watson, General Counsel & Contracts Manager; Doug Woodruff, Senior Project Manager; Laura Williams, Project Manager; Matt Edmond, Project Manager; Shellan Rodriguez, Real Estate Development Manager; Kevin Martin, Project Manager, Joey Chen, Controller; Holli Klitsch, Accountant; Kathy Wanner, Contracts Specialist; and Sandy Lawrence, Administrative Assistant. Also present was Agency legal counsel, Ryan Armbruster.

II. AGENDA CHANGES/ADDITIONS:

There were no changes or additions to the agenda.

III. CONSENT AGENDA

- A. Expenses
 - 1. Approval of Paid Invoice Report – February 2019
- B. Minutes and Reports
 - 1. Approval of February 11, 2019 Meeting Minutes
 - 2. FY 2019 Year-to-Date Financial Report, thru First Quarter, October 1 – December 31, 2018
- C. Other
 - 1. Approve Resolution #1593 – 390 S. Capitol Blvd – MOD Pizza – Type 1 Participation Agreement with GRH Cal; BCV Capitol; SRG Capitol [*Designated 2/11/19, NTE \$100,000*]

Commissioner Woodings moved to approve the Consent Agenda.

Commissioner Quintana seconded.

All said Aye, the motion carried 6-0.

IV. ACTION ITEM

A. PUBLIC HEARING: 2018 Annual Report

Chair Zuckerman opened the public hearing on the annual report. There being no one from the public to provide comment, Chair Zuckerman, closed the public hearing.

B. CONSIDER: Approval of the 2018 Annual Report

John Brunelle, Executive Director, gave a report.

Commissioner Woodings moved to approve the 2018 Annual Report.

Commissioner Quintana seconded.

All said Aye, the motion carried 6-0.

C. CONSIDER: Resolution #1595 - Amend Section 2, Article IV, Changing the Composition of the Executive Committee

Chair Zuckerman, gave a report.

Ryan Armbruster, Agency Legal Counsel, gave a report.

Commissioner Woodings moved to adopt Resolution #1595, approving to Amend Section 2, Article IV, Changing the Composition of the Executive Committee.

Commissioner Quintana seconded.

All said Aye, motion carried 6-0.

D. CONSIDER: Election of Board officers - Chair, Vice-Chair, and Secretary/Treasurer

Chair Zuckerman, gave a report.

Commissioner Woodings moved to elect Commissioner Zuckerman as Chair, Commissioner Woodings as Vice-Chair and Commissioner Bieter as Secretary/Treasurer.

Commissioner Quintana seconded.

All said Aye, motion carried 6-0.

E. CONSIDER: Approval of Executive Committee Charge

Ryan Armbruster, Agency Legal Counsel, gave a report.

Commissioner Woodings moved to approve the Executive Committee Charge.

Commissioner Quintana seconded.

All said Aye, motion carried 6-0.

F. CONSIDER: Appointment of Secretary Pro Tempore

Ryan Armbruster, Agency Legal Counsel, gave a report.

Commissioner Woodings moved approve Ross Borden, CCDC Finance & Administration Director, as the Secretary Pro Tempore.

Commissioner Quintana seconded.
All said Aye, the motion carried 6-0.

G. CONSIDER: Resolution #1592 - Authorizing Idaho Power Work Order and Payment for N. 15th St Utilities – Undergrounding

Matt Edmond, CCDC Project Manager, gave a report.

Commissioner Woodings moved to adopt Resolution #1592 approving an agreement with and payment to Idaho Power for undergrounding overhead power lines on 15th Street between Front Street and Bannock Street.

Commissioner Quintana seconded.
All said Aye, the motion carried 6-0.

H. CONSIDER: Resolution #1594 – 406 S Broad St – Cartee Apartments - Participation Program Type 2 Agreement with The Cartee Project, LLC.

Laura Williams, CCDC Project Manager, gave a report.

Commissioner Ludwig recused himself on this vote.

Commissioner Woodings moved to adopt Resolution #1594 approving the Type 2 General Assistance Participation Agreement with The Cartee Project, LLC and authorizing the Executive Director to execute the agreement.

Commissioner Quintana seconded.
All said Aye, the motion carried 5-0

I. CONSIDER: 200 Myrtle Street – Boise Caddis– Participation Program Type 2 Agreement Designation with River Caddis

Laura Williams, CCDC Project Manager, gave a report.

Commissioner Ludwig recused himself on this vote.

Commissioner Woodings moved to direct staff to negotiate a Final Type 2 Participation Agreement with Boise Caddis, LLC for future board approval.

Commissioner Quintana seconded.

All said Aye, the motion carried 5-0.

V. INFORMATION/DISCUSSION ITEMS

A. Trailhead Management Report

Tiam Rastegar, Executive Director, Trailhead, gave a report.

B. Main + Marketplace – Construction and Changes to Capitol Terrace Condominium Declaration

Mary Watson, General Counsel & Contracts Manager, Bryan Vaughn, Development Partner and Brett Hamm, Deputy General Counsel Hawkins Companies, gave a report.

C. Central Bench Study Area – Urban Renewal Eligibility Analysis

Doug Woodruff, Project Manager, gave a report.

Commissioner Jones left the meeting at 1:41 pm.

VI. REGULAR MEETING ADJOURNMENT


Commissioner Jones left the meeting at 1:40 pm.

Commissioner Ludwig let the meeting at 1:45 pm.

Prior to the departure of Commissioner Quintana at 1:55, Commissioner Woodings moved to adjourn the meeting, Commissioner Quintana seconded the motion. All said Aye 4-0. The meeting adjourned at 1:55 p.m.

With the Quorum dissolved no further action was taken. The remaining Commissioners discussed Item D., State Street Study Area, under Information/Discussion Item. Information/Discussion Items E, Block 7 Alley Design and Item F, CCDC Monthly Report were not discussed.

ADOPTED BY THE BOARD OF DIRECTORS OF THE CAPITAL CITY DEVELOPMENT CORPORATION ON THE 8th DAY OF APRIL 2019.



Dana Zuckerman, Chair



Ryan Woodings, Vice Chair