

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

I. CALL TO ORDER:

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

Present: Commissioner David Bieter, Commissioner Gordon Jones, Commissioner Maryanne Jordan, and Commissioner Dana Zuckerman.

Absent: Commissioner Scot Ludwig, Commissioner Ben Quintana, and Commissioner Ryan Woodings.

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

II. AGENDA CHANGES/ADDITIONS:

Commissioner Jordan made a motion to move Consent Agenda item C to Action Items. Commissioner Jones seconded.
All said Aye, the motion carried 4-0.

III. CONSENT AGENDA

A. Expenses

1. Approval of Paid Invoice Report – July 2019

B. Minutes and Reports

1. Approval of July 15, 2019 Meeting Minutes
2. FY2019 Q3 Financial Report (Unaudited)

Commissioner Jordan moved to approve the Consent Agenda.
Commissioner Bieter seconded.
All said Aye, the motion carried 4-0.

IV. ACTION ITEMS

Approve Resolution #1612 – Amended Fund Balance Policy

Ross Borden, CCDC Finance & Administration Director, gave a report and noted necessary changes to the Fund Balance Policy from the document in the packet.

Commissioner Jordan moved to approve Resolution #1612 with the changes to the Fund Balance Policy as described by Ross Borden.
Commissioner Bieter seconded.
All said Aye, the motion carried 4-0.

A. CONSIDER: Proposed FY 2019 Amended Budget

Ross Borden, CCDC Finance & Administration Director, gave a report.

Commissioner Jordan moved to amend the FY 2019 Original Budget to new revenue and expense totals of \$21,109,804 and set the time and date of Noon, August 28, 2019, for the statutorily-required public hearing.

Commissioner Bieter seconded.
All said Aye, the motion carried 4-0.

B. CONSIDER: Proposed FY 2020 Original Budget

Ross Borden, CCDC Finance & Administration Director, gave a report.

Commissioner Jordan moved to amend the FY 2020 Original Budget to new revenue and expense totals of \$69,319,635 and set the time and date of Noon, August 28, 2019, for the statutorily-required public hearing.

Commissioner Bieter seconded.
All said Aye, the motion carried 4-0.

C. CONSIDER: Proposed FY 2020-2024 Capital Improvement Plan

Todd Bunderson, CCDC Development Director, gave a report.

Commissioner Jordan moved to approve the proposed CIP.
Commissioner Bieter seconded.
All said Aye, the motion carried 4-0.

D. CONSIDER: Resolution #1617 – Awarding the PW Contract for 6th Street Streetscapes and Alley Program

Kathy Wanner, CCDC Contracts Specialist, gave a report.

Commissioner Jordan moved to adopt Resolution #1617 recognizing Guho Corp. as the lowest responsive bidder for the 2019 Streetscape Improvements Project and authorizing the Executive Director to negotiate and execute a contract with Guho Corp. for the total Base Bid plus Bid alternates in the amount of \$1,942,410.

Commissioner Jones seconded.
All said Aye, the motion carried 4-0.

E. CONSIDER: 512 W Grove Street – Mixed Use Residential – Participation Program Type 2 Designation

Laura Williams, CCDC Project Manager, gave a report.

Commissioner Jordan moved to direct staff to negotiate a final Type 2 Participation Agreement with 5th and Grove Investment, LLC for future Board approval.

Commissioner Bieter seconded.
All said Aye, the motion carried 4-0.

F. CONSIDER: Resolution #1615 – Approving 429 S 10th Street – Agency Owned Property – Surplus Declaration

Laura Williams, CCDC Project Manager, gave a report.

Commissioner Jordan moved to adopt Resolution #1615, approving the Real Property Surplus Declaration for Agency Owned Property at 429 South 10th Street with the change to the resolution as noted.

Commissioner Bieter seconded.
All said Aye, the motion carried 4-0.

G. CONSIDER: Resolution #1618 – Approving 1100 W Idaho Street – 11th & Idaho Building – Participation Program Type 2 Designation

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

Commissioner Jordan moved to adopt Resolution #1618, approving the Type 2 General Assistance Participation Agreement with 11th & Idaho Partners LLC.

Commissioner Bieter seconded.
All said Aye, the motion carried 4-0.

V. INFORMATION/DISCUSSION ITEMS

A. CCDC Monthly Report

John Brunelle, CCDC Executive Director, gave a report.


VI. MEETING ADJOURNMENT

There being no further business to come before the Board, a motion was made by Commissioner Jordan to adjourn the meeting. Commissioner Bieter seconded the motion. All said Aye. The motion carried, 4-0. The meeting was adjourned at 1:20 p.m.

ADOPTED BY THE BOARD OF DIRECTORS OF THE CAPITAL CITY DEVELOPMENT CORPORATION ON THE 9th day of SEPTEMBER 2019.



Dana Zuckerman, Chair



Ryan Woodings, Vice Chair