

MINUTES OF REGULAR MEETING
BOARD OF COMMISSIONERS
CAPITAL CITY DEVELOPMENT CORPORATION
Call-in Meeting
121 N. 9th St., Conference Room
Boise, ID 83702
January 13, 2020 12:00 p.m.

I. CALL TO ORDER:

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

Present: Commissioner David Bieter, Commissioner Gordon Jones, Commissioner Scot Ludwig, Commissioner Ryan Woodings, and Commissioner Dana Zuckerman.
Commissioner Maryanne Jordan joined the meeting via conference call.

Absent: Commissioner Ben Quintana

Agency staff members present were: John Brunelle, Executive Director; Todd Bunderson, Development Director; Max Clark, Parking and Mobility Director; Ross Borden, Finance & Administration Director; Mary Watson, General Counsel & Contracts Manager; Doug Woodruff, Assistant Director – Placemaking & Infrastructure; Laura Williams, Assistant Director – Economic Development; Matt Edmond, Assistant Director – Parking & Mobility; Brady Shinn, Project Manager – Property Development; Jordyn Neerdaels, Communications Manager; Kathy Wanner, Contracts Specialist; and Sandy Lawrence, Administrative Assistant. Also present was Agency legal counsel, Ryan Armbruster.

II. AGENDA CHANGES/ADDITIONS:

No changes or additions were made to the agenda.

III. CONSENT AGENDA

A. Expenses

1. Approval of Paid Invoice Report – December 2019

B. Minutes and Reports

1. Approval of December 9, 2019 Meeting Minutes

C. Other

1. Approve Resolution #1633 – 9025 Federal Way – Type 2 Participation Agreement
2. Approve Resolution #1638 – Employee Manual Update

Commissioner Woodings made a motion to approve the Consent Agenda.
Commissioner Bieter seconded.
All said Aye. The motion carried 6-0.

IV. ACTION ITEMS

A. CONSIDER: Defer election of officers from first regular January meeting, per Amended and Restated Bylaws, to first regular February meeting

Commissioner Woodings made a motion to defer the election of officers from the first regular January meeting, per Amended and Restated Bylaws, to the first regular February meeting.

Commissioner Ludwig seconded.

All said Aye. The motion carried 6-0..

B. CONSIDER: Resolution #1639 – Approving Idaho Trust Bank Lease Amendment

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

Commissioner Ludwig recused himself on this vote due to an ownership interest with Idaho Trust Bank.

Commissioner Woodings made a motion to adopt Resolution #1639, approving Amendment No. 1 to the Access, Use & Signage License Agreement between Agency and Idaho Trust Bank.

Commissioner Bieter seconded.

All said Aye. The motion carried 5-0.

C. CONSIDER: Setting March 9, 2020 as the public meeting date regarding Parking Rate Modifications

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

Commissioner Woodings made a motion to schedule a public comment date for the Board meeting of March 9, 2020 to consider adjusting parking rates effective no sooner than May 1, 2020; and authorize staff to take the necessary steps to prepare and publish public notice of the proposed rate increases; and to prepare and distribute notice of the proposed rate increases to current patrons and stakeholders.

Commissioner Bieter seconded.

All said Aye. The motion carried 6-0.

D. CONSIDER: Resolution #1640 – Approving Jensen Belts Associates Task Order 19-001: Westside Park DD/CD/CA

Doug Woodruff, CCDC Assistant Director – Placemaking & Infrastructure, gave a report.

Commissioner Woodings made a motion to adopt Resolution #1640, approving Jensen

Belts Associates Task Order 19-001 for Westside Park final design and construction administration services.

Commissioner Ludwig seconded.
All said Aye. The motion carried 6-0.

E. CONSIDER: Resolution #1623 – Approving ranking for RFQ – Structural Engineering Services – 10th & Front Garage Structural Damage Prevention Project

Kathy Wanner, CCDC Contracts Specialist, gave a report.

Commissioner Woodings made a motion to adopt Resolution #1623, approving the ranking for the RFQ – Structural Engineering Services for the 10th & Front Garage Structural Damage Prevention Project and authorize the Executive Director to negotiate and execute a professional services agreement for structural engineering services for the 10th & Front Garage Structural damage Prevention Project.

Commissioner Bieter seconded.
All said Aye. The motion carried 6-0.

F. CONSIDER: Friend of the Court application in the Supreme Court action – Hoffman, Birnbaum, et. Al. vs City of Boise

Ryan Armbruster, Agency legal Counsel (Elam & Burke), gave a report.

Commissioner Woodings made a motion to authorize CCDC staff and counsel to proceed with a Friend of the Court application in the pending case against the City of Boise.

Commissioner Bieter seconded.
All said Aye. The motion carried 6-0.

V. INFORMATION/DISCUSSION ITEMS

A. CCDC Monthly Report

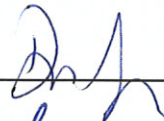
John Brunelle, CCDC Executive Director, gave a report

At 2:45 p.m. Commissioner Scot Ludwig announced his resignation from the CCDC Board of Commissioners, effective immediately, and submitted his letter of resignation dated January 13, 2020.

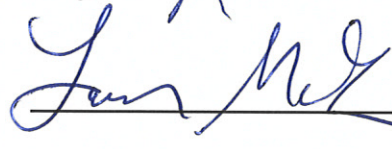
VI. MEETING ADJOURNMENT

There being no further business to come before the Board, a motion was made by Commissioner Ludwig to adjourn the meeting. Commissioner Bieter seconded the motion. All said Aye. 6-0. The meeting adjourned at 12:45 p.m.

ADOPTED BY THE BOARD OF DIRECTORS OF THE CAPITAL CITY DEVELOPMENT CORPORATION ON THE 9th DAY OF MARCH 2020.



Chair



Secretary