

MINUTES OF MEETING
BOARD OF COMMISSIONERS
CAPITAL CITY DEVELOPMENT CORPORATION
Boise, ID 83702
May 10, 2021

I. CALL TO ORDER:

Board Members appeared remotely, as did John Brunelle, Executive Director, Doug Woodruff, Development Director, Brady Shinn, Project Manager – Property Development, Alexandra Monjar, Project Manager – Property Development, Amy Fimbel, Project Manager – Capital Improvements, Kathy Wanner, Contracts Specialist, Shellan Rodriguez, SMR Development, John King, Pivot North Architecture, and Ryan Armbruster, CCDC Legal Counsel.

Ross Borden, Finance & Administration Director, and Sarah Jones, Executive Assistant, and Sandy Lawrence, Executive Assistant, were present at the CCDC physical office location.

There were no members of the public present at the CCDC physical office which was open and accessible for public attendance. It was confirmed that the live streaming service (BoxCast) was working properly, enabling the public to view the live stream.

Present: Commissioner David Bieter, Commissioner Latonia Haney Keith, Commissioner Danielle Hurd, Commissioner Lauren McLean, Commissioner Kate Nelson, Commissioner Gordon Jones, Commissioner Ryan Woodings, and Commissioner Dana Zuckerman

Roll call was taken, by Ryan Armbruster, Agency Legal Counsel confirming quorum.

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

II. ACTION ITEM: AGENDA CHANGES/ADDITIONS:

III. ACTION ITEM: CONSENT AGENDA

A. Expenses

1. Approval of Paid Invoice Report – April 2021

B. Minutes and Reports

1. Approval of February 8, 2021 Meeting Minutes.

C. Other

1. Approve Resolution 1706 - 901 N. 27th Street - 27th Street Crossing - Type 1 Participation Agreement with Prentiss Properties 21
2. FY2021 Q1 Financial Report (Unaudited)

Commissioner Woodings made a motion to approve the Consent Agenda with the change to the minutes noted.

Commissioner Bieter seconded.

Roll Call:

Commissioner Bieter - Aye
Commissioner Haney-Keith – Aye
Commissioner Hurd - Aye
Commissioner Jones - Aye
Commissioner Nelson - Aye
Commissioner Woodings - Aye
Commissioner Zuckerman - Aye

The motion carried 7-0

Commissioner McLean joined the meeting at 12:03 p.m.

IV. ACTION ITEMS

A. CONSIDER: Approve Block 68 Catalytic Redevelopment Project Request for Proposals

Doug Woodruff, Development Director and Brady Shinn, Project Manager – Property Development, gave a report.

Commissioner Woodings moved to authorize Agency to publish the Block 68 Catalytic Redevelopment Project Request for Proposals for the Agency-owned properties located 1010 W. Jefferson Street and 421 N. 10th Street, and administer the RFP under its terms.

Commissioner McLean seconded.

Roll Call:

Commissioner Bieter - Aye
Commissioner Haney-Keith - Aye
Commissioner Hurd - Aye
Commissioner Jones - Aye
Commissioner Mclean - Aye
Commissioner Nelson - Aye
Commissioner Woodings - Aye
Commissioner Zuckerman - Aye

The motion carried 8-0

B. CONSIDER: Approve Resolution 1707 - Participation Program Policy Update

Alexandra Monjar, Project Manager – Property Development, gave a report.

Counsel Armbruster suggested the following sentence in the Eligible Expenses description of the Type 5 Participation policy be deleted:

A separate reimbursement for these public improvements will not be considered.

Commissioner Woodings moved to approve Resolution #1707 approving the Participation Program Updates, with the change suggested by Counsel Armbruster.

Commissioner Haney-Keith seconded.

Commissioner Hurd left the meeting at 12:57 p.m.

Roll Call:

Commissioner Bieter - Aye
Commissioner Haney-Keith - Aye
Commissioner Jones -Aye
Commissioner Mclean - Aye
Commissioner Nelson - Aye
Commissioner Woodings - Aye
Commissioner Zuckerman - Aye

The motion carried 7-0

C. CONSIDER: Approve Resolution 1704 - Ranking for 11th Street Bikeway and Streetscape Improvement Project CM/GC Services

Amy Fimbel, Project Manager – Capital Improvements, Kathy Wanner, Contracts Specialist, gave a report.

Commissioner Woodings moved adopt Resolution No. 1704 approving the ranking for the RFQ: CM/GC for the 11th Street Bikeway and Streetscape Improvements Project and authorize the Executive Director to negotiate and execute a Construction Manager / General Contractor agreement for the 11th Street Bikeway and Streetscape Improvements Project.

Commissioner Bieter seconded.

Roll Call:

Commissioner Bieter - Aye
Commissioner Haney-Keith - Aye
Commissioner Jones – Aye
Commissioner Mclean - Aye
Commissioner Nelson - Aye
Commissioner Woodings - Aye
Commissioner Zuckerman - Aye

The motion carried 7-0

D. CONSIDER: Approve Resolution 1705 - 11th Street Interagency Agreement with ACHD

Amy Fimbel, Project Manager – Capital Improvements, gave a report

Commissioner Woodings moved to adopt Resolution 1705 approving and authorizing the execution of an Interagency Agreement with the Ada County Highway District for design services associated with the Agency's 11th Street Bikeway and Streetscapes Improvement Project.

Commissioner Haney-Keith seconded.

Roll Call:

Commissioner Bieter - Aye
Commissioner Haney-Keith - Aye
Commissioner Jones – Aye
Commissioner Mclean - Aye
Commissioner Nelson - Aye
Commissioner Woodings - Aye
Commissioner Zuckerman – Aye

The motion carried 7-0

V. INFORMATION/DISCUSSION ITEMS

A. 1715 W. Idaho Street - Project Update

Brady Shinn, Project Manager – Property Development and Shellan Rodriguez, SMR Development, and John King, Pivot North Architecture, gave a report.

B. Westside Urban Park Project

Amy Fimbel, Project Manager – Capital Improvements, gave a report

C. CCDC Monthly Report

John Brunelle, Executive Director, gave a report.

VI. MEETING ADJOURNMENT

There being no further business to come before the Board, a motion was made by Commissioner Woodings to adjourn the meeting. Commissioner McLean seconded the motion. A roll call vote was taken.

Roll Call:

Commissioner Bieter - Aye
Commissioner Haney-Keith – Aye
Commissioner McLean - Aye
Commissioner Jones – Aye
Commissioner Nelson - Aye
Commissioner Woodings - Aye
Commissioner Zuckerman – Aye

The motion carried 7-0. The meeting adjourned at 1:28 p.m.

ADOPTED BY THE BOARD OF DIRECTORS OF THE CAPITAL CITY DEVELOPMENT CORPORATION ON THE 14th DAY OF JUNE 2021.

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Dana Zuckerman, Chair

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Lauren McLean, Secretary

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