

MINUTES OF MEETING  
BOARD OF COMMISSIONERS  
CAPITAL CITY DEVELOPMENT CORPORATION  
Conference Room, Fifth Floor, 121 N. 9<sup>th</sup> Street  
Boise, ID 83702  
February 14, 2022

**I. CALL TO ORDER:**

Board Members appeared remotely, as did John Brunelle, Executive Director, Alexandra Monjar, Project Manager - Property Development, Karl Woods, Senior Project Manager – Capital Improvements, Amy Fimbel, Project Manager – Capital Improvements, Joey Chen, Finance & Administration Director, Kathy Wanner, Contracts Manager, Aaron Nelson, Parking & Facilities Manager, and Agency legal counsel, Ryan Armbruster.

Joey Chen, Finance & Administration Director, and Sandra Lawrence, Executive Assistant, were present at the CCDC physical office location.

There were no members of the public present at the CCDC office during the meeting, 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.

Tiam Rastegar, Trailhead, joined the meeting remotely.  
Kevin Smith, Eide Bailly, joined the meeting remotely.

Present via Zoom: Chair Dana Zuckerman, Commissioner Lauren McLean, Commissioner David Bieter, Commissioner Gordon Jones, Commissioner Latonia Haney-Keith, Commissioner Danielle Hurd, and Commissioner John Stevens.

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

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

**II. ACTION ITEM: AGENDA CHANGES/ADDITIONS:**

There were no changes to the agenda.

**III. WORK SESSION**

**A. Trailhead Annual Report**

Tiam Rastegar, Trailhead, gave a report.

**B. Old Boise Blocks on Grove Street Neighborhood Investment Update**

Karl Woods, Senior Project Manager – Capital Improvements, gave a report.

**C. Linen Blocks on Grove Street Streetscapes Improvement Concept Design**

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

#### **IV. ACTION ITEMS: CONSENT AGENDA**

##### **A. Expenses**

1. Approval of Paid Invoice Report – January 2022

##### **B. Minutes and Reports**

1. Approval of January 18, 2022 Meeting Minutes

##### **C. Other**

1. Approve Resolution 1740 - 1001 E Gowen Road - AZEK - T2 Participation Agreement
2. Approve Resolution 1744 - 951 E Gowen Road - Red River Logistics and Commerce Centers - T2 Participation Agreement
3. Approve Resolution 1743 - 9th Street and Bannock Street Intersection Geothermal Repairs - T4 Participation Agreement
4. Approve Resolution 1741 - Transfer of Permanent Public Records to the City of Boise
5. Approve Resolution 1745 - Amendment 3 to Task Order 19-003, Jensen Belts Associates Professional Design Services for the Old Boise Blocks on Grove Street
6. Approve Resolution 1747 - Amendment 1 to Task Order 19-002, GGLO Professional Design Services for the Linen Blocks on Grove Street Streetscapes Project
7. Reject Bids - ParkBOI Handrails and Guardrails Project

Commissioner Haney-Keith made a motion to approve the Consent Agenda.

Commissioner McLean seconded.

Roll Call:

Commissioner Bieter - Aye  
Commissioner Haney-Keith - Aye  
Commissioner Hurd - Aye  
Commissioner Jones - Aye  
Commissioner McLean - Aye  
Commissioner Stevens - Aye  
Commissioner Zuckerman - Aye

The motion carried 7-0

#### **IV. ACTION ITEMS**

##### **A. CONSIDER: Annual Independent Audit of FY 2021 Financial Statements**

Kevin Smith, Eide Bailly, gave a report.

Commissioner Haney-Keith moved to accept independent Eide Bailly's report of the Agency's Fiscal Year 2021 financial statements and authorize staff to deliver the audit report to all required entities.

Commissioner Bieter seconded.

Roll Call:

Commissioner Bieter - Aye  
Commissioner Haney-Keith - Aye  
Commissioner Hurd - Aye  
Commissioner Jones - Aye  
Commissioner McLean - Aye  
Commissioner Stevens - Aye  
Commissioner Zuckerman - Aye

The motion carried 7-0

**B. CONSIDER: Approve Resolution 1746 - Interagency Agreement with ACHD for Design Services on Linen Blocks on Grove Street Streetscapes Project**

Amy Fimbel, Project Manager - Capital Improvements, gave a report.

Commissioner Haney-Keith moved to adopt Resolution 1745 approving and authorizing the execution of an Interagency Agreement with the Ada County Highway District for design services associated with the Agency's Linen Blocks on Grove Street Streetscapes Improvement Project.

Commissioner Hurd seconded.

Roll Call:

Commissioner Bieter - Aye  
Commissioner Haney-Keith - Aye  
Commissioner Hurd - Aye  
Commissioner Jones - Aye  
Commissioner McLean - Aye  
Commissioner Stevens - Aye  
Commissioner Zuckerman - Aye

The motion carried 7-0

**C. CONSIDER: 1655 W Fairview Ave - Offices at Fairview and Main - T1 Participation Designation**

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

Commissioner Haney-Keith moved to direct staff to negotiate a final Type 1 Participation Agreement with Fairview Partners LLC for future board approval.

Commissioner Hurd Seconded.

Roll Call:

Commissioner Bieter - Aye  
Commissioner Haney-Keith - Aye  
Commissioner Hurd - Aye  
Commissioner Jones - Aye  
Commissioner McLean - Aye

Commissioner Stevens - Aye  
Commissioner Zuckerman - Aye

The motion carried 7-0

**D. CONSIDER: Approve Resolution 1742 - Parking Garage Membrane Replacement and Maintenance Project**

Kathy Wanner, Contracts Manager, Aaron Nelson, Parking & Facilities Manager, gave a report.

Commissioner Haney-Keith moved to adopt Resolution No. 1742 recognizing Consurco, Inc. as the lowest responsive bidder; awarding the Parking Garage Membrane Replacement and Maintenance Project contract to Consurco, Inc. for the total Bid amount of \$394,542; and authorizing the Executive Director to execute the contract and expend funds.

Commissioner Bieter Seconded.

Roll Call:  
Commissioner Bieter - Aye  
Commissioner Haney-Keith - Aye  
Commissioner Hurd - Aye  
Commissioner Jones - Aye  
Commissioner McLean - Aye  
Commissioner Stevens - Aye  
Commissioner Zuckerman - Aye

The motion carried 7-0

**IV. MEETING ADJOURNMENT**

There being no further business to come before the Board, a motion was made by Commissioner Haney-Keith 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 Hurd - Aye  
Commissioner Jones - Aye  
Commissioner McLean - Aye  
Commissioner Stevens - Aye  
Commissioner Zuckerman - Aye

The motion carried 7-0

The meeting adjourned at 1:14 pm.

ADOPTED BY THE BOARD OF DIRECTORS OF THE CAPITAL CITY DEVELOPMENT CORPORATION ON THE 14th DAY OF MARCH 2022.

DocuSigned by:

*Commissioner Latonia Haney Keith*

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Latonia Haney-Keith, Vice Chair

DocuSigned by:

*Commissioner Lauren McLean*

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Lauren McLean, Secretary