

MINUTES OF MEETING  
BOARD OF COMMISSIONERS  
CAPITAL CITY DEVELOPMENT CORPORATION  
Conference Room, Fifth Floor, 121 N. 9<sup>th</sup> Street  
Boise, ID 83702  
July 11, 2022

**I. CALL TO ORDER:**

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

Roll Call Vote was taken:

Present: Commissioner Danielle Hurd, Commissioner Rob Perez, Commissioner Ryan Erstad  
Commissioner Haney-Keith and Commissioner Dana Zuckerman.

Commissioner David Bieter, present via Zoom.

Commissioner Alexis Townsend and Commissioner John Stevens were absent.

Commissioner Lauren McLean joined at 12:05 p.m. after roll call taken.

Agency staff members present were: John Brunelle, Executive Director; Doug Woodruff, Development Director; Mary Watson, General Counsel; Alexandra Monjar, Project Manager - Property Development; Kevin Holmes, Project Manager – Property Development; Joey Chen, Finance & Administration Director; Sandy Lawrence Executive Assistant; and Agency legal counsel, Ryan Armbruster.

Karl Woods, Senior Project Manager – Capital Improvements, attended by Zoom.

Kim Siegenthaler, Jensen Belts, attended by Zoom.

Shellan Rodriguez, SMR Development, attended by Zoom.

Greg Hahn, Surels Place, attended by Zoom.

Jay Story, Story Commercial attended in person.

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

There were no changes or additions made to the agenda.

**III. WORK SESSION:**

**A. Participation Program Policy Update**

Alexandra Monjar, Project Manager - Property Development, and Doug Woodruff, Development Director, gave a report.

**B. 1721 W Idaho Type 5 Project Update**

Alexandra Monjar, Project Manager - Property Development, Shellan Rodriguez, SMR Development, and Greg Hahn, Surels Place, gave a report.

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

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

1. Approval of Paid Invoice Report – June 2022
2. Approval of Paid Invoice Report – May 2022

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

1. Approval of June 13, 2022 Meeting Minutes

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

1. Approve Resolution 1776 - 1103 W. Lee St. - 11th & Lee - T4 Participation Agreement
2. Approve Resolution 1775 - Interagency Agreement with ACHD for State Street URD
3. Approve Resolution 1774 - Amendment No. 1 to Task Order 19-002 with Kittelson & Associates, Inc for Professional Design Services for the 8th Street Improvements Project, State to Franklin

Commissioner Haney-Keith made a motion to approve the consent agenda.

Commissioner McLean seconded the motion.  
All said Aye. The motion carried 7 - 0.

#### **V. ACTION ITEM**

##### **A. CONSIDER: Approve Resolution 1778 - Block 68 Catalytic Redevelopment Project Land Exchange Agreement with the YMCA**

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

Commissioner Perez made a motion to adopt Resolution 1778 authorizing the Executive Director to execute the Real Property Exchange Agreement with the Young Men's Christian Association of Boise City.

Commissioner Erstad seconded the motion.  
The motion carried 7 - 0.

##### **B. CONSIDER: Approve Resolution 1777 - Purchase and Sale Agreement for acquisition of 703 S 8th Street**

Alexandra Monjar, Project Manager - Property Development and Jay Story, Story Commercial, gave a report.

Commissioner Perez moved to adopt Resolution 1777 approving the Purchase and Sale Agreement for acquisition of 703 S. 8th Street subject to CCDC obtaining an appraisal and bringing back to the board for review and approval.

Commissioner McLean seconded the motion.  
All said Aye. The motion carried 7 - 0.

**C. CONSIDER: Approve Resolution 1756 - Old Boise Blocks on Grove Street Streetscape Improvements Project - Design Professional Services Agreement with Jensen Belts Associates**

Karl Woods, Senior Project Manager – Capital Improvements and Kim Siegenthaler, Jensen Belts; gave a report.

Commissioner Haney-Keith moved to adopt Resolution No. 1756 approving Jensen Belts Associates Task Order 19-007 for the Old Boise Blocks on Grove Street Streetscapes Improvements Project – Design Development, Construction Documents and Construction Administration Services.

Commissioner Perez seconded the motion.  
All said Aye. The motion carried 7 – 0

**A. 2426 N Arthur St - State & Arthur Apartments - T1 Participation Designation**

Kevin Holmes, Project Manager – Property Development; gave a report.

Commissioner Perez moved to direct staff to negotiate a final Type 1 Participation Agreement with Pacific West Communities, Inc. for future Agency Board approval.

Commissioner Erstad seconded the motion.  
All said Aye. The motion carried 7 – 0


**VI. MEETING ADJOURNMENT**

There being no further business to come before the Board, a motion was made by Commissioner Haney-Keith moved to adjourn the meeting. Commissioner McLean seconded the motion.

The motion carried 7 - 0

The meeting adjourned at 1:58 p.m.

ADOPTED BY THE BOARD OF DIRECTORS OF THE CAPITAL CITY DEVELOPMENT CORPORATION ON THE 8<sup>th</sup> DAY OF AUGUST 2022

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Dana Zuckerman, Chair

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Lauren McLean, Secretary