

MINUTES OF MEETING
BOARD OF COMMISSIONERS
CAPITAL CITY DEVELOPMENT CORPORATION
Board Room, Fifth Floor, 121 N. 9th Street
Boise, ID 83702
April 10, 2023

I. CALL TO ORDER:

Chair Haney Keith convened the meeting with a quorum at 12:15 p.m.

Roll Call attendance taken:

Present: Commissioner John Stevens, Commissioner Ryan Erstad, Commissioner Todd Cooper, Commissioner Alexis Townsend, Commissioner Danielle Hurd, and Commissioner Haney Keith.

Attending remotely: Commissioner Lauren McLean.

Absent: Commissioner Rob Perez and Commissioner Holli Woodings.

Agency staff members present: John Brunelle, Executive Director; Doug Woodruff, Development Director; Joey Chen, Finance & Administration Director; Kevin Holmes, Project Manager – Property Development; Kassi Brown, Project Manager; Kathy Wanner, Contracts Manager; Jordyn Neerdaels, Communications Manager; Sandy Lawrence Executive Assistant; and Agency legal counsel, Meghan Sullivan Conrad.

Agency staff attending remotely: Karl Woods, Senior Project Manager – Capital Improvements.

Kristen Hill – Cultural Sites Program Manager, City of Boise, attending the meeting.
Stephen Hunt – Development Director, Valley Regional Transit, attending the meeting.

II. ACTION ITEM: AGENDA CHANGES/ADDITIONS:

There were no changes or additions made to the agenda.

III. WORK SESSION:

A. State Street Transit Update

Zach Piepmeyer, P.E., Parking & Mobility Director, and Stephen Hunt, Development Director, Valley Regional Transit, gave a report.

IV. ACTION ITEM: CONSENT AGENDA

A. Expenses

1. Approve Paid Invoice Report for March 2023

B. Minutes and Reports

1. Approve Meeting Minutes for March 13, 2023

C. Other

1. Approve Resolution 1809: 2618 W Fairview Ave, The LOCAL Fairview. Type 2 Participation Agreement with Local Acquisitions, LLC

2. Approve Resolution 1817: West End Water Renewal. Type 4 Participation Agreement with City of Boise Public Works Department
3. Approve Resolution 1810: W. Grove St., Old Boise's Canal and Agricultural Past - Type 4 Participation Agreement with Boise City Department of Arts & History
4. Approve Resolution 1812: 521 W. Grove Street Public Space. Type 4 Participation Agreement with Boise City Department of Arts & History
5. Approve Resolution 1818: 101 S. 27th St., KDP Corporate Headquarters. Type 1 Participation Agreement with Westend Holdings, LLC
6. Approve Resolution 1820: Approve Records Destruction

Commissioner Hurd made a motion to approve the consent agenda, excluding Item C5.

Commissioner Townsend seconded the motion.

Roll Call:

Commissioner Hurd - Aye
Commissioner Townsend - Aye
Commissioner Stevens - Aye
Commissioner Erstad - Aye
Commissioner Cooper - Aye
Commissioner McLean - Aye
Commissioner Haney Keith - Aye

The motion carried 7 - 0.

Consider Consent Item C.5.

Commissioner Stevens recused himself from discussion and the vote as he is a partner in TOK Commercial Real Estate, which entity is working on marketing the project space.

Commissioner Erstad recused himself from discussion and the vote as he is a member of the Architectural Team at Erstad, which entity is on the design team for the project.

Commissioner Hurd made a motion to approve the consent agenda, C.5.

Commissioner Cooper seconded the motion.

Roll Call:

Commissioner Hurd - Aye
Commissioner Townsend - Aye
Commissioner Stevens - Abstain
Commissioner Erstad - Abstain
Commissioner Cooper - Aye
Commissioner McLean - Aye
Commissioner Haney Keith - Aye

The motion carried 5 - 0 - 2.

V. ACTION ITEM

A. CONSIDER: Designation: 617 Ash St., Hayman House Artwork and Interpretive Signage. Type 4 Capital Project Coordination for Public Art with Boise City Department of Arts & History

Karl Woods, Senior Project Manager – Capital Improvements and Kristen Hill, Cultural Sites Program Manager, City of Boise, gave a report.

Commissioner Erstad moved to designate Hayman House Artwork and Interpretive Signage as eligible for Type 4 assistance and direct the Agency to negotiate a final agreement with Boise City Department of Arts & History for future Board Approval.

Commissioner Hurd seconded the motion.

Roll Call:

Commissioner Hurd - Aye
Commissioner Townsend - Aye
Commissioner Stevens - Aye
Commissioner Erstad – Aye
Commissioner Cooper - Aye
Commissioner McLean - Aye
Commissioner Haney Keith - Aye

The motion carried 7 - 0.

B. CONSIDER: Designation: 2426 N. Arthur St., State & Arthur Apartments. Type 3 Transformative Assistance with Pacific West Communities, Inc

Kevin Holmes, Project Manager – Property Development, gave a report. The Type 3 is intended to replace the previously approved Type 1.

Commissioner Cooper moved to direct staff to negotiate a final Type 3 Agreement with Pacific West Communities, Inc. for future board approval.

Commissioner Erstad seconded the motion.

Roll Call:

Commissioner Hurd - Aye
Commissioner Townsend - Aye
Commissioner Stevens - Aye
Commissioner Erstad – Aye
Commissioner Cooper - Aye
Commissioner McLean - Aye
Commissioner Haney Keith - Aye

The motion carried 7 - 0.

C. CONSIDER: Resolution 1819: Public Works Construction Contract for Fulton Street Improvements Project

Kassi Brown, Project Manager and Kathy Wanner, Contracts Manager gave a report.

Commissioner Hurd moved to adopt Resolution 1819 recognizing Idaho Site Works, LLC as the lowest responsive bidder, awarding the 2023 Fulton Street Improvements Project contract to Idaho Site Works, LLC for the total bid amount of \$2,857,798 and authorizing the Executive Director to execute the contract and expend funds.

Commissioner Erstad seconded the motion.

Roll Call:

- Commissioner Hurd - Aye
- Commissioner Townsend - Aye
- Commissioner Stevens - Aye
- Commissioner Erstad - Aye
- Commissioner Cooper - Aye
- Commissioner McLean - Aye
- Commissioner Haney Keith - 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 Erstad to adjourn the meeting. Commissioner Hurd seconded the motion.

The meeting was adjourned at 1:14 p.m.

ADOPTED BY THE BOARD OF DIRECTORS OF THE CAPITAL CITY DEVELOPMENT CORPORATION ON THE 8th DAY OF MAY 2023.

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DocuSigned by: Latonia Haney Keith, Chair

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Lauren McLean, Secretary