

MINUTES OF MEETING  
BOARD OF COMMISSIONERS  
CAPITAL CITY DEVELOPMENT CORPORATION  
Board Room, Fifth Floor, 121 N. 9<sup>th</sup> Street  
Boise, ID 83702  
May 8, 2023

**I. CALL TO ORDER:**

Chair Haney Keith convened the meeting with a quorum at 12:00 p.m.

Roll Call attendance taken:

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

Absent: Commissioner Lauren McClean.

Agency staff members present: John Brunelle, Executive Director; Doug Woodruff, Development Director; Joey Chen, Finance & Administration Director; Kevin Holmes, Project Manager – Property Development; Alexandra Monjar, Project Manager - Property Development; Karl Woods, Senior Project Manager – Capital Improvements; Jordyn Neerdaels, Communications Manager; Mary Watson, General Counsel; Sandy Lawrence, Executive Assistant; and Agency legal counsel, Meghan Sullivan Conrad.

Shawn Wilson, Public Works Deputy Director – City of Boise, attended the meeting.

**II. ACTION ITEM: EXECUTIVE SESSION**

A motion was made by Commissioner Stevens to move into Executive Session at 12:01 p.m. to deliberate regarding acquisition of an interest in real property which is not owned by a public agency; and to consider records that are exempt from disclosure as provided in chapter 1, title 74, Idaho Code pursuant to Idaho Code Section 74-206(1) (c) and (d).

Commissioner Woodings seconded the motion.

Roll Call:

Commissioner Hurd - Aye  
Commissioner Townsend - Aye  
Commissioner Stevens - Aye  
Commissioner Perez - Aye  
Commissioner Erstad - Aye  
Commissioner Cooper - Aye  
Commissioner Woodings - Aye  
Commissioner Haney Keith - Aye

The motion carried 8 - 0.

Discussion on Real Property Acquisition and Records Exempt from Disclosure occurred from 12:01 p.m. to 1:04 p.m.

A motion was made by Commissioner Haney Keith to adjourn the Executive Session at 1:04 p.m. and return to the public meeting.

Commissioner Stevens seconded the motion.

Roll Call:

Commissioner Hurd - Aye  
Commissioner Townsend - Aye  
Commissioner Stevens - Aye  
Commissioner Perez - Aye  
Commissioner Erstad - Aye  
Commissioner Cooper - Aye  
Commissioner Woodings - Aye  
Commissioner Haney Keith - Aye

The motion carried 8 - 0.

#### **IV. WORK SESSION:**

##### **A. Block 68 Catalytic Redevelopment Project Update**

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

#### **III. ACTION ITEM: AGENDA CHANGES/ADDITIONS (was taken up out-of-order):**

Commissioner Haney Keith noted an Amended Agenda was posted adding Action Item VI.C Considering the Designation of 212 S. 16<sup>th</sup> Street, Fire Station #5. Staff confirmed the Amended Agenda was posted more than forty-eight (48) hours prior to the start of the meeting.

Commissioner Stevens made a motion to approve the Amended Agenda.

Commissioner Perez seconded the motion.

Roll Call:

Commissioner Hurd - Aye  
Commissioner Townsend - Aye  
Commissioner Stevens - Aye  
Commissioner Perez - Aye  
Commissioner Erstad - Aye  
Commissioner Cooper - Aye  
Commissioner Woodings - Aye  
Commissioner Haney Keith - Aye

The motion carried 8 - 0.

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

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

1. Approve Paid Invoice Report for April 2023

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

1. Approve Meeting Minutes for April 10, 2023

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

1. Approve Resolution 1821: 617 Ash St. Hayman House Public Improvements, Type 4 Participation Agreement with Boise City Department of Arts & History

Commissioner Stevens made a motion to approve the consent agenda.

Commissioner Perez seconded the motion.

Roll Call:

Commissioner Hurd - Aye  
Commissioner Townsend - Aye  
Commissioner Stevens - Aye  
Commissioner Perez - Aye  
Commissioner Erstad - Aye  
Commissioner Cooper - Aye  
Commissioner Woodings - Aye  
Commissioner Haney Keith - Aye

The motion carried 8 - 0.

## **VI. ACTION ITEM**

### **A. CONSIDER: Appoint Block 68 Catalytic Redevelopment Project Review Committee**

Commissioner Haney Keith addressed the establishment of a Block 68 Catalytic Redevelopment Project Review Committee and its charge. Commissioner Haney Keith nominated the following commissioners to the Block 68 Catalytic Redevelopment Project Review Committee, Commissioner Stevens, Commissioner Perez and Commissioner Haney Keith. The Agency Executive Director will also determine which Agency staff will be on the review committee.

Commissioner Erstad indicated he would like to nominate Commissioner Townsend to be one of the committee members given her vast architectural expertise and the work that she and her company have done within the public realm.

A discussion was held on the number of Commissioners assigned to the committee and the make-up of the committee.

Following discussion, Commissioner Haney Keith stated that on the advice of counsel, the review committee would include three commissioners and that based on an evaluation of the needed expertise on this review committee, she would like to retain her motion to nominate the following commissioners to serve on the review committee: Commissioner Stevens, Commissioner Perez and Commissioner Haney Keith.

Commissioner Perez seconded the motion.

Roll Call:

Commissioner Hurd - Aye  
Commissioner Townsend - Aye  
Commissioner Stevens - Aye  
Commissioner Perez - Aye  
Commissioner Erstad - Aye  
Commissioner Cooper - Aye  
Commissioner Woodings - Aye

Commissioner Haney Keith - Aye

The motion carried 8 - 0.

**B. CONSIDER: Designation: 114 N. 23rd St., New Path 2 Apartments. Type 3 Transformative Assistance with Pacific West Communities, Inc**

Commissioner Erstad recused himself from discussion and the vote on this agenda item due to being on the architectural project team.

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

Commissioner Woodings moved to designate New Path 2 as eligible for Type 3 Transformative Assistance and directed the Agency to negotiate a final Agreement with Pacific West Communities, Inc. for future board approval.

Commissioner Perez seconded the motion.

Roll Call:

Commissioner Hurd - Aye  
Commissioner Townsend - Aye  
Commissioner Stevens - Aye  
Commissioner Perez - Aye  
Commissioner Erstad - Abstain  
Commissioner Cooper - Aye  
Commissioner Woodings - Aye  
Commissioner Haney Keith - Aye

The motion carried 7 – 0 - 1.

**C. CONSIDER: Designation: 212 S. 15<sup>th</sup> St., Fire Station #5. Type 4 Capital Project Coordination with City of Boise Public Works.**

Commissioner Erstad recused himself from discussion and the vote as he has an interest in real property that adjoins the alley.

Karl Woods, Senior Project Manager – Capital Improvements and Shawn Wilson, Public Works Deputy Director – City of Boise, gave a report.

Commissioner Perez moved to designate 212 S. 16th St., Fire Station #5 as a project eligible to utilize the Type 4 assistance and directed the Agency to negotiate a final agreement with City of Boise Public Works for future Board Approval.

Commissioner Hurd seconded the motion.

Roll Call:

Commissioner Hurd - Aye  
Commissioner Townsend - Aye  
Commissioner Stevens - Aye  
Commissioner Perez - Aye  
Commissioner Erstad - Abstain  
Commissioner Cooper - Aye  
Commissioner Woodings - Aye

Commissioner Haney Keith - Aye

The motion carried 7 – 0-1.

**VII. MEETING ADJOURNMENT**

There being no further business to come before the Board, a motion was made by Commissioner Perez to adjourn the meeting. Commissioner Erstad seconded the motion.

The meeting was adjourned at 1:54 p.m.

ADOPTED BY THE BOARD OF DIRECTORS OF THE CAPITAL CITY DEVELOPMENT CORPORATION ON THE 12th DAY OF JUNE 2023.

DocuSigned by:  
*Commissioner Latonia Haney Keith*  
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DocuSigned by:  
*John Stevens*  
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Latonia Haney Keith, Chair

John Stevens, Vice President