

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

I. CALL TO ORDER:

Vice Chair John Stevens convened the meeting with a quorum at 12:00 p.m.

Roll Call attendance taken:

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

Absent: Commissioner Latonia Haney Keith and Commissioner Lauren McLean.

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

Attending the meeting, Danny Bell, Compliance Program Manager, City of Boise.

II. ACTION ITEM: AGENDA CHANGES/ADDITIONS

There were no changes or additions made to the agenda.

III. WORK SESSION

A. Memorandum of Understanding with the City of Boise for Housing Affordability Monitoring

Kevin Holmes, Project Manager – Property Development and Danny Bell, Compliance Program Manager, City of Boise, gave a report.

Commissioner Holli Woodings joined the meeting at 12:06 p.m.

IV. ACTION ITEM: CONSENT AGENDA

A. Minutes and Reports

1. Approve Meeting Minutes for June 12, 2023

Commissioner Erstad made a motion to approve the consent agenda.

Commissioner Perez seconded the motion.

Roll Call:

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

The motion carried 7 - 0.

V. ACTION ITEM

A. CONSIDER: Resolution 1825: Bannock Street Streetscape Improvements Project, 12th St to 16th St. Task Order 19-003 with CSHQA, Inc. for Professional Design Services

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

Commissioner Woodings moved to adopt Resolution 1825 approving and authorizing the execution of Task Order 19-003 with CSHQA, Inc., for Professional Design Services on the Bannock Street Streetscape Improvements Project, 12th St to 16th St.

Commissioner Erstad seconded the motion.

Roll Call:

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

The motion carried 7 - 0.

B. CONSIDER: Resolution 1826: Public Works Construction Contract for 10th and Front Garage Waterproofing Repairs Phase 2 Project

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

Commissioner Cooper moved to adopt Resolution 1826 recognizing Sawtooth Caulking, Inc. as the lowest responsive bidder; awarding the 10th & Front Garage Structural Concrete Repairs – Phase 2 Project to Sawtooth Caulking, Inc. for a total amount of \$261,560; and authorizing the Executive Director to execute the contract and expend funds.

Commissioner Hurd seconded the motion.

Roll Call:

- Commissioner Cooper - Aye
- Commissioner Erstad - Aye
- Commissioner Hurd - Aye
- Commissioner Perez - Aye
- Commissioner Stevens - Aye
- Commissioner Townsend - Aye
- Commissioner Woodings – 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 Cooper to adjourn the meeting.

The meeting was adjourned at 12:36 p.m.

ADOPTED BY THE BOARD OF DIRECTORS OF THE CAPITAL CITY DEVELOPMENT CORPORATION ON THE 14th DAY OF AUGUST 2023.

DocuSigned by:

Commissioner Latonia Haney Keith

6D1092AB0583453...

Latonia Haney Keith, Chair

DocuSigned by:

Lauren McLean

DE3B7224A4E0425...

Lauren McLean, Secretary