

MINUTES OF MEETING
BOARD OF COMMISSIONERS
CAPITAL CITY DEVELOPMENT CORPORATION
Board Room, Fifth Floor, 121 N. 9th Street
Boise, ID 83702
June 10, 2024

I. CALL TO ORDER:

Chair Haney Keith convened the meeting with a quorum at 12:00 p.m. The Chair advised that Commissioners are attending the meeting virtually, that CCDC Executive Director, John Brunelle, is present at the meeting location, and that the meeting room is open for the public to attend the meeting.

Roll Call attendance taken, by Sandy Lawrence, Executive Assistant confirming quorum.

Commissioners attended the meeting via Zoom.

Present: Commissioner Drew Alexander, Commissioner Todd Cooper, Commissioner Ryan Erstad, Commissioner Danielle Hurd, Commissioner Latonia Haney Keith, Commissioner Lauren McLean, Commissioner Rob Perez, Commissioner John Stevens, and Commissioner Alexis Townsend.

John Brunelle, Executive Director; Doug Woodruff, Development Director; Mary Watson, General Counsel; Kathy Wanner, Contracts Manager; Joey Chen, Finance & Administration Director; Doug Woodruff, Development Director; Sandy Lawrence, Executive Assistant; Lana Graybeal, Senior Communications Advisor; and Agency legal counsel, Meghan Sullivan Conrad attended the meeting in person.

II. ACTION ITEM: AGENDA CHANGES/ADDITIONS

There were no changes or additions made to the agenda.

III. ACTION ITEM: CONSENT AGENDA

A. Minutes and Reports

1. Approve Meeting Minutes for May 13, 2024

B. Other

1. Approve Resolution 1877: 1011 W. Grove St., Marriott AC/Element Hotel. Amendment 1 to the Type 4 Capital Improvement Reimbursement Agreement with Pennbridge Lodging.
2. Approve Resolution 1878: Records Destruction

Commissioner Hurd made a motion to approve the Consent Agenda.

Commissioner Cooper seconded the motion.

Roll Call:

Commissioner Alexander - Aye

Commissioner Cooper - Aye

Commissioner Erstad - Aye (excepting Consent Agenda Item B.1. Commissioner Erstad abstained from voting on Consent Agenda Item B.1. due to being on the architectural project team.)

Commissioner Hurd - Aye
Commissioner Haney Keith - Aye
Commissioner McLean - Aye
Commissioner Perez - Aye
Commissioner Stevens - Aye
Commissioner Townsend - Aye

The motion carried 9 - 0, for Consent Agenda Items A and B.2.

The motion carried 8 - 0 - 1 for Consent Agenda Item B.1, with Commissioner Erstad abstaining from voting on Consent Agenda Item B.1 due to being on the architectural project team.

IV. ACTION ITEM

A. CONSIDER Resolution 1876: Selection of On-Call Design Professionals

Kathy Wanner, Contracts Manager, gave a report.

Commissioner Perez moved to adopt Resolution 1876 creating a roster of selected and pre-approved design professionals as shown in the resolution and to authorize the Executive Director to negotiate and execute five year on-call professional services agreements with these firms.

Commissioner Erstad seconded the motion.

Roll Call:

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

The motion carried 9 - 0.

V. MEETING ADJOURNMENT

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

The meeting adjourned at 12:16 p.m.

ADOPTED BY THE BOARD OF DIRECTORS OF THE CAPITAL CITY DEVELOPMENT CORPORATION ON THE 16th DAY OF JULY 2024.

DocuSigned by:
Commissioner Latonia Haney Keith
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Latonia Haney Keith, Chair

DocuSigned by:
Lauren McLean
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Lauren McLean, Secretary