

MINUTES OF MEETING
BOARD OF COMMISSIONERS
CAPITAL CITY DEVELOPMENT CORPORATION
Board Room, Fifth Floor, 121 N. 9th Street
Boise, ID 83702
October 25, 2024

I. CALL TO ORDER:

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

Roll Call attendance taken:

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

Absent: Commissioner Alexis Townsend.

Agency staff members present: John Brunelle, Executive Director; Joey Chen, Finance & Administration Director; Lana Graybeal, Director of External Affairs; Doug Woodruff, Development Director; Alexandra Monjar, Senior Project Manager – Property Development; Zach Piepmeyer, Parking & Mobility Director; Kathy Wanner, Contracts Manager; Megan Pape, Project Manager – Capital Improvements; Toby Norton, Project Manager – Capital Improvements; Corrie Brending, Project Manager – Property Development; Mary Watson, General Counsel; and Agency legal counsel, Meghan Sullivan Conrad.

II. ACTION ITEM: AGENDA CHANGES/ADDITIONS

Chair Haney Keith noted the Amended Agenda was posted prior to the start of the meeting.

Commissioner McLean made a motion to amend the agenda to approve the changes in the posted Amended Agenda pursuant to Idaho Code Section 74-204(4)(b).

Commissioner Alexander seconded the motion.

Roll Call:

Commissioner Alexander - Aye
Commissioner Cooper - Aye
Commissioner Haney Keith – Aye
Commissioner Hurd - Aye
Commissioner McLean – Aye
Commissioner Perez - Aye
Commissioner Stevens - Aye

The motion carried 7 - 0.

III. ACTION ITEM: CONSENT AGENDA

A. Expenses

1. Approve Paid Invoice Report for August 2024
2. Approve Paid Invoice Report for September 2024

B. Minutes and Reports

1. Approve Meeting Minutes for August 28, 2024

C. Other

1. FY2024 Q3 Financial Report (Unaudited)
2. Approve Resolution 1898: 2500 E Freight St., Boise Gateway 3. Amendment 1 to the Type 2 Participation Agreement with Boise Gateway 3, L.C.
3. Approve Resolution 1895: FY2025 Cooperative Agreement with Valley Regional Transit

Commissioner Hurd made a motion to approve the Consent Agenda.

Commissioner Cooper seconded the motion.

Roll Call:

Commissioner Alexander - Aye
Commissioner Cooper - Aye
Commissioner Haney Keith – Aye
Commissioner Hurd - Aye
Commissioner McLean – Aye
Commissioner Perez - Aye
Commissioner Stevens - Aye

The motion carried 7 - 0.

IV. ACTION ITEM

A. CONSIDER Resolution 1897: Capitol Boulevard Streetscape Improvements, Boise River to Myrtle Street. Amendment No. 2 to the CM/GC Contract with Guho Corp.

Megan Pape, Project Manager – Capital Improvements, gave a report.

Commissioner Perez moved to adopt Resolution 1897 approving and authorizing the execution of Amendment No. 2 to the CM/GC Contract with Guho Corp. for the Capitol Boulevard Streetscape Improvements, Boise River to Myrtle Street Project.

Commissioner McLean seconded the motion.

Roll Call:

Commissioner Alexander - Aye
Commissioner Cooper - Aye
Commissioner Haney Keith – Aye
Commissioner Hurd - Aye
Commissioner McLean – Aye
Commissioner Perez - Aye
Commissioner Stevens - Aye

The motion carried 7 - 0.

B. CONSIDER Resolution 1896: 3rd St. Streetscape and Mobility Improvements, Front St. to Jefferson St. Type 4 Participation Agreement with Idaho Department of Labor

Toby Norton, Project Manager – Capital Improvements, gave a report.

Commissioner Alexander moved to adopt Resolution 1896 approving and authorizing the execution of the Type 4 Participation Agreement with Idaho Department of Labor and the Idaho Department of Administration, Division of Public Works for parking lot modifications as part of the 3rd St. Streetscape and Mobility Improvements, Front St. to Jefferson St.

Commissioner Hurd seconded the motion.

Roll Call:

Commissioner Alexander - Aye
Commissioner Cooper - Aye
Commissioner Haney Keith – Aye
Commissioner Hurd - Aye
Commissioner McLean – Aye
Commissioner Perez - Aye
Commissioner Stevens - Aye

The motion carried 7 - 0.

C. CONSIDER Designation: 2392 E. Winco Ct, EastPort Logistics. Type 4 Capital Project Coordination for East Winco Court Utility and Road Improvements, Cul-de-sac to S. Warehouse Way with EastPort Logistics Owner LLC

Corrie Brending, Project Manager – Property Development, gave a report.

Commissioner Cooper moved to direct staff to negotiate a final Type 4 Participation Agreement with EastPort Logistics Owner LLC for future board approval.

Commissioner Perez seconded the motion.

Roll Call:

Commissioner Alexander - Aye
Commissioner Cooper - Aye
Commissioner Haney Keith – Aye
Commissioner Hurd - Aye
Commissioner McLean – Aye
Commissioner Perez - Aye
Commissioner Stevens - Aye

The motion carried 7 - 0.

V. ACTION ITEM: EXECUTIVE SESSION

A motion was made by Commissioner Haney Keith that the CCDC Board convene in Executive Session at 12:27 p.m. pursuant to Idaho Code section 74-206(1) (d) and (f) to consider records that are exempt from disclosure as provided in chapter 1, title 74, Idaho Code; and to communicate with legal counsel for CCDC to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated.

Commissioner Perez seconded the motion.

Roll Call:

Commissioner Alexander - Aye
Commissioner Cooper - Aye
Commissioner Haney Keith – Aye
Commissioner Hurd - Aye
Commissioner McLean – Aye
Commissioner Perez - Aye
Commissioner Stevens - Aye

The motion carried 7 - 0.

Discussion on records exempt from disclosure and communication with legal counsel to discuss the legal ramifications and legal options for pending litigation or controversies not yet being litigated but imminently likely to be litigated occurred from 12:27 p.m. to 1:07 p.m.

A motion was made by Commissioner McLean to adjourn the Executive Session at 1:07 p.m. and to return to the public meeting.

Commissioner Perez seconded the motion.

Roll Call:

Commissioner Alexander - Aye
Commissioner Cooper - Aye
Commissioner Haney Keith – Aye
Commissioner Hurd - Aye
Commissioner McLean – Aye
Commissioner Perez - Aye
Commissioner Stevens - Aye

The motion carried 7 - 0.

The Board of Commissioners moved back into the public meeting.

No final action or final decisions were made during Executive Session.

VI. MEETING ADJOURNMENT

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

The meeting was adjourned at 1:10p.m.

ADOPTED BY THE BOARD OF DIRECTORS OF THE CAPITAL CITY DEVELOPMENT CORPORATION ON THE 12TH DAY OF NOVEMBER 2024.

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

Signed by:
Lauren McLean

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Lauren McLean, Secretary