

MINUTES OF MEETING
BOARD OF COMMISSIONERS
CAPITAL CITY DEVELOPMENT CORPORATION
Board Room, Fifth Floor, 121 N. 9th Street
Boise, ID 83702
May 12, 2025

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 Danielle Hurd, Commissioner Latonia Haney Keith, Commissioner Lauren McLean, Commissioner John Stevens, and Commissioner Alexis Townsend.

Absent: Commissioner Rob Perez and Commissioner Meredith Stead.

Agency staff members present: John Brunelle, Executive Director; Joey Chen, Finance & Administration Director; Doug Woodruff, Development Director; Kassi Brown, Project Manager; Corrie Brending, Project Manager – Property Development; Aaron Nelson, Parking & Facilities Manager; Zach Piepmeyer, P.E., Parking & Mobility Director; Lana Graybeal, Director of External Affairs; Mary Watson, General Counsel; Ryan Strong, Contracts Specialist – Paralegal; Sandy Lawrence, Executive Assistant; and Agency legal counsel, Meghan Conrad.

Chair Haney Keith acknowledged that this was Commissioner Hurd's last meeting and thanked her for her commitment to the organization and stated that it was a pleasure to serve with her and appreciated her focus and approach to all of the projects.

Commissioner Hurd shared a few words and expressed her gratitude for the last five years. She stated it was an incredibly rewarding public service opportunity. It showed her that with a shared goal lasting change could be created within our community for years to come. She thanked her fellow board members both past and present and stated she just appreciated their dedication, insight, and passion for Boise, as it's been a real pleasure to serve with them and the Agency.

II. ACTION ITEM: AGENDA CHANGES OR ADDITIONS

There were no changes or additions made to the agenda.

III. WORK SESSION

A. Downtown Boise Association Update

Lauren Hamilton, DBA Executive Director, gave a report.

IV. ACTION ITEM: CONSENT AGENDA

A. Expenses

1. Approve Paid Invoice Report for April 2025

B. Minutes and Reports

1. Approve Meeting Minutes for April 14, 2025

C. Other

1. Approve Resolution 1927: 705 S. 8th St., South 8th Street and Greenbelt Site Improvements. Amendment 1 to the Type 4 Capital Improvement Reimbursement Agreement with City of Boise Public Works
2. Approve Resolution 1924: ParkBOI Parking Access and Revenue Control System (PARCS) Replacement Project. Standard Agreement with Amano-McGann, Inc.
3. Approve Resolution 1926: 504 W. Main Street, 5th & Main Streetscape Improvements. Type 1 Participation Agreement with Pacific Commercial Property Management, LLC

Commissioner Hurd made a motion to approve the Consent Agenda.

Commissioner Cooper seconded the motion.

Roll Call:

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

The motion carried 7 - 0.

V. ACTION ITEM

A. CONSIDER Resolution 1928: Capitol & Myrtle ParkBOI Parking Garage, Rout & Seal Project. Public Works Construction Contract with Western Specialty Contractors

Aaron Nelson, Parking & Facilities Manager, gave a report.

Commissioner Stevens moved to adopt Resolution No. 1928 recognizing Western Specialty Contractors as the lowest responsive bidder; awarding the Capitol & Myrtle Garage Rout & Seal Repairs Project contract to Western Specialty Contractors for the total Base Bid plus Bid Alternate #4 in the amount of \$321,940.76; and authorizing the Executive Director to execute the contract and expend funds.

Commissioner McLean seconded the motion.

Roll Call:

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

The motion carried 7 - 0.

B. CONSIDER Designation: 1711 N. 31st Street, Residential Infill Development, Type 1 One-Time Assistance with Cook Property Management, LLC

Kassi Brown, Project Manager, gave a report.

Commissioner Cooper moved to direct staff to negotiate a final Type 1 Participation Agreement with Cook Property Management, LLC for future board approval.

Commissioner Alexander seconded the motion.

Roll Call:

Commissioner Alexander - Aye

Commissioner Cooper - Aye

Commissioner Hurd - Abstain

Commissioner Haney Keith - Aye

Commissioner McLean - Aye

Commissioner Stevens - Aye

Commissioner Townsend - Aye

The motion carried 6 - 0 - 1.

VI. MEETING ADJOURNMENT

There being no further business to come before the Board, a motion was made by Commissioner Townsend to adjourn the meeting, a second was made by Commissioner McLean. Meeting declared adjourned.

The meeting was adjourned at 12:25 p.m.

ADOPTED BY THE BOARD OF DIRECTORS OF THE CAPITAL CITY DEVELOPMENT CORPORATION ON THE 9TH DAY OF JUNE 2025.

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