

MINUTES OF MEETING  
BOARD OF COMMISSIONERS  
CAPITAL CITY DEVELOPMENT CORPORATION  
Board Room, Fifth Floor, 121 N. 9th Street  
Boise, ID 83702  
August 11, 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 Jimmy Hallyburton, Commissioner Latonia Haney Keith, Commissioner Rob Perez, Commissioner Meredith Stead and Commissioner Alexis Townsend.

Absent: Commissioner Todd Cooper, Commissioner Lauren McLean and Commissioner John Stevens.

Agency staff members present: John Brunelle, Executive Director; Joey Chen, Finance & Administration Director; Holli Klitsch, Controller; Doug Woodruff, Development Director; Alexandra Monjar, Senior Project Manager – Property Development; Corrie Brending, Project Manager – Property Development; Zach Piepmeyer, P.E., Parking & Mobility Director; Lana Graybeal, Director of External Affairs; Mary Watson, General Counsel; Sandy Lawrence, Executive Assistant; and Agency legal counsel, Meghan Conrad.

Ryan Cleverley, Ahlquist Development, attended the meeting.

**II. ACTION ITEM: AGENDA CHANGES OR ADDITIONS**

There were no changes or additions made to the agenda.

**III. WORK SESSION**

**A. College of Western Idaho River District Project Introduction**

Alexandra Monjar, Senior Project Manager – Property Development and Ryan Cleverley, Ahlquist Development, gave a report.

**B. FY2026-2030 Five Year Capital Improvement Plan**

Doug Woodruff, Development Director, gave a report.

**IV. ACTION ITEM: CONSENT AGENDA**

**A. Expenses**

1. Approve Paid Invoice Report for June 2025
2. Approve Paid Invoice Report for July 2025

**B. Minutes and Reports**

1. Approve Meeting Minutes for June 9, 2025

**C. Other**

1. Approve Resolution 1937: 821 W. State Street, Idaho Wheat Commission. Type 1 Participation Agreement with Idaho State Building Authority
2. Approve Resolution 1938: 9th & Front ParkBOI Parking Garage, Stair Tower Enclosure & Elevator Modernization. Amendment 1 to Task Order 24-002 with Cushing Terrell for Professional Design Services

Commissioner Perez made a motion to approve the Consent Agenda.

Commissioner Stead seconded the motion.

Roll Call:

Commissioner Alexander - Aye

Commissioner Hallyburton - Aye

Commissioner Haney Keith - Aye

Commissioner Perez - Aye

Commissioner Stead - Aye

Commissioner Townsend – Abstain [Commissioner Townsend abstained from the discussion and vote on the Consent Agenda Items as Lombard Conrad Architects are on the design team for the Idaho Wheat Commission building]

The motion carried 5 - 0 - 1.

**V. ACTION ITEM**

Commissioner Stead left the meeting at 12:56 p.m.

**A. CONSIDER Proposed FY2025 Amended Budget**

Joey Chen, Finance & Administration Director, gave a report.

Commissioner Perez moved to tentatively approve the FY2025 Amended Budget to new revenue and expense totals of \$62,904,595 and set the time and date of Noon, August 27, 2025, for the statutorily required public hearing on the Budget Amendment.

Commissioner Alexander seconded the motion.

Roll Call:

Commissioner Alexander - Aye

Commissioner Hallyburton - Aye

Commissioner Haney Keith - Aye

Commissioner Perez - Aye

Commissioner Townsend - Aye

The motion carried 5 - 0.

**B. CONSIDER Proposed FY2026 Original Budget**

Joey Chen, Finance & Administration Director, gave a report.

Commissioner Perez moved to tentatively approve the FY2026 Original Budget totaling \$50,064,149 and set the time and date of Noon, August 27, 2025, for the statutorily-required public hearing on the Agency's budget for the coming fiscal year.

Commissioner Townsend seconded the motion.

Roll Call:

Commissioner Alexander - Aye  
Commissioner Hallyburton - Aye  
Commissioner Haney Keith - Aye  
Commissioner Perez - Aye  
Commissioner Townsend - Aye

The motion carried 5 - 0.

**C. CONSIDER Resolution 1935: River Myrtle-Old Boise District Supplemental Termination Resolution**

Joey Chen, Finance & Administration Director, gave a report.

Commissioner Alexander moved to adopt Resolution 1935 supplementing Resolution 1918 by adding the Updated FY2025 Termination Budget and the Updated Termination Plan, and directing Agency staff to provide Resolution 1935 to the seven overlapping taxing districts including Ada County and the Idaho State Tax Commission.

Commissioner Townsend seconded the motion.

Roll Call:

Commissioner Alexander - Aye  
Commissioner Hallyburton - Aye  
Commissioner Haney Keith - Aye  
Commissioner Perez - Aye  
Commissioner Townsend - Aye

The motion carried 5 - 0.

**D. CONSIDER Designation: 170 S. 28th Street, Finch. Type 1 Participation Agreement for One-Time Assistance with Finch I, LLC**

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

Commissioner Townsend moved to direct staff to negotiate a final Type 1 Participation Agreement with Finch I, LLC for future board approval.

Commissioner Perez seconded the motion.

Roll Call:

Commissioner Alexander - Aye  
Commissioner Hallyburton - Aye  
Commissioner Haney Keith - Aye  
Commissioner Perez - Aye  
Commissioner Townsend - Aye

The motion carried 5 - 0.

## **VI. MEETING ADJOURNMENT**

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

The meeting was adjourned at 1:42 p.m.

ADOPTED BY THE BOARD OF DIRECTORS OF THE CAPITAL CITY DEVELOPMENT CORPORATION ON THE 22ND DAY OF SEPTEMBER 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