



**BOARD  
OF  
COMMISSIONERS  
MEETING  
September 22, 2025**

# CAPITAL CITY DEVELOPMENT CORPORATION

Board of Commissioners Meeting  
Board Room, Fifth Floor, 121 N. 9th Street  
September 22, 2025, 12 p.m.

Live stream available at <https://ccdcb Boise.com/board-of-commissioners/>

## A G E N D A

- I. **CALL TO ORDER** .....Chair Haney Keith
- II. **ACTION ITEM: AGENDA CHANGES OR ADDITIONS**.....Chair Haney Keith
- III. **WORK SESSION**
  - A. 9th & Front ParkBOI Parking Garage, Stair Tower Enclosure and Elevator Modernization: Enclosure Feasibility Analysis.....Kassi Brown (10 minutes)
  - B. River Myrtle – Old Boise District Status Update .....Doug Woodruff (10 minutes)
- IV. **ACTION ITEM: CONSENT AGENDA**
  - A. Expenses
    - 1. Approve Paid Invoice Report for August 2025
  - B. Minutes and Reports
    - 1. Approve Meeting Minutes for August 27, 2025
  - C. Other
    - 1. Approve Resolution1943: FY2026 Cooperative Agreement with Valley Regional Transit
    - 2. Approve Resolution 1944: 521 W. Grove Street, Quitclaim to the City of Boise
    - 3. Approve Resolution1945: 1711 N. 31st Street, Residential Infill Development. Type 1 Participation Agreement with Cook Property Management, LLC
- V. **ACTION ITEM**
  - A. CONSIDER Resolution 1946: 1010 W. Jefferson Street Commercial Space and Public Parking Facility. Letter of Intent with the Young Men’s Christian Association of Boise City, Idaho  
.....Alexandra Monjar (5 minutes)
- VI. **ADJOURN**

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*Viewing Remotely: Members of the public may view the meeting with a smartphone or computer by clicking the link provided at <https://ccdcb Boise.com/board-of-commissioners/>. CCDC strives to make its public Board Meetings available to view remotely but cannot guarantee access due to platform failure, internet disruptions, or other technology malfunctions.*



## **II. AGENDA CHANGES OR ADDITIONS**



# **III. WORK SESSION**



# **IV. CONSENT AGENDA**



## Paid Invoice Report

For the Period: 8/1/2025 through 8/31/2025

Payee	Description	Payment Date	Amount
<b>Debt Service:</b>			
US Bank	U of I Parking Access	8/13/2025	317,000.00
	Total Debt Payments:		317,000.00
<b>Payroll:</b>			
457(b)	Retirement Payment	8/6/2025	1,605.60
CCDC Employees	Direct Deposits Net Pay	8/6/2025	48,619.36
EFTPS - IRS	Federal Payroll Taxes	8/6/2025	19,726.62
Idaho State Tax Commission	State Payroll Taxes	8/6/2025	2,733.00
PERSI/Empower	Retirement Payment	8/6/2025	26,180.93
457(b)	Retirement Payment	8/20/2025	1,605.60
CCDC Employees	Direct Deposits Net Pay	8/20/2025	48,619.37
EFTPS - IRS	Federal Payroll Taxes	8/20/2025	19,726.62
Idaho State Tax Commission	State Payroll Taxes	8/20/2025	2,733.00
PERSI/Empower	Retirement Payment	8/20/2025	26,180.93
	Total Payroll Payments:		196,125.43
<b>Checks and ACH</b>			
Various Vendors	Check and ACH Payments (See Attached)	8/31/2025	5,340,119.23

Total Cash Disbursements: **\$ 5,853,244.66**

*I have reviewed and approved all cash disbursements in the month listed above.*

Joey Chen  
Finance Director

9/2/2025  
Date

John Brunelle

Executive Director

9/2/25  
Date

## Report Criteria:

Summary report type printed  
Check.Voided = no

Name	Check Amount	Check Issue Date
<b>5th and Grove Investors LLC</b>	23,599.20	08/29/2025
Total 5th and Grove Investors LLC:	23,599.20	
<b>600 Vanguard LLC</b>	109,092.02	08/29/2025
Total 600 Vanguard LLC:	109,092.02	
<b>9025 Federal LLC</b>	18,199.54	08/29/2025
Total 9025 Federal LLC:	18,199.54	
<b>Abbey Louie LLC</b>	6,000.00	08/29/2025
Total Abbey Louie LLC:	6,000.00	
<b>Absolute Fire Protection LLC</b>	2,500.00	08/29/2025
	375.00	08/29/2025
	175.00	08/29/2025
	375.00	08/29/2025
	2,631.00	08/29/2025
	375.00	08/29/2025
Total Absolute Fire Protection LLC:	6,431.00	
<b>Acme Fast Freight</b>	2,460.66	08/28/2025
Total Acme Fast Freight:	2,460.66	
<b>Actuate Boise Inc.</b>	75,000.00	08/29/2025
Total Actuate Boise Inc.:	75,000.00	
<b>Ada County</b>	35,518.00	08/27/2025
Total Ada County:	35,518.00	
<b>Alphagraphics</b>	320.28	08/28/2025
	98.42	08/28/2025
	200.36	08/28/2025
Total Alphagraphics:	619.06	
<b>APA Idaho</b>	118.05	08/27/2025
	118.05	08/27/2025
Total APA Idaho:	236.10	
<b>Atlas Technical Consultants LLC</b>	186.20	08/28/2025

Name	Check Amount	Check Issue Date
Total Atlas Technical Consultants LLC:	186.20	
<b>Blue Cross of Idaho</b>	35,866.05	08/01/2025
Total Blue Cross of Idaho:	35,866.05	
<b>Boise Caddis LLC</b>	139,022.80	08/29/2025
Total Boise Caddis LLC:	139,022.80	
<b>Boise City Utility Billing</b>	10.72	08/26/2025
	73.08	08/26/2025
Total Boise City Utility Billing:	83.80	
<b>Boise Gateway 2 L.C.</b>	233,877.55	08/27/2025
Total Boise Gateway 2 L.C.:	233,877.55	
<b>Boxcast Inc</b>	52.40	08/28/2025
Total Boxcast Inc:	52.40	
<b>Caselle Inc.</b>	1,058.00	08/01/2025
Total Caselle Inc.:	1,058.00	
<b>City of Boise</b>	3,805.25	08/28/2025
	786.37	08/28/2025
Total City of Boise:	4,591.62	
<b>Crane Alarm Service</b>	512.50	08/28/2025
Total Crane Alarm Service:	512.50	
<b>CSHQA</b>	5,143.50	08/29/2025
Total CSHQA:	5,143.50	
<b>Cushing Terrell Architects</b>	1,365.49	08/28/2025
Total Cushing Terrell Architects:	1,365.49	
<b>Desman Inc</b>	2,902.37	08/28/2025
	1,575.00	08/28/2025
Total Desman Inc:	4,477.37	
<b>Elam &amp; Burke P.A.</b>	705.00	08/28/2025
	901.00	08/28/2025
	715.50	08/28/2025



Name	Check Amount	Check Issue Date
	79.50	08/28/2025
	1,086.50	08/28/2025
Total Elam & Burke P.A.:	3,487.50	
<b>Front Street Investors LLC</b>	283,730.55	08/29/2025
Total Front Street Investors LLC:	283,730.55	
<b>GGLO LLC</b>	3,257.75	08/28/2025
Total GGLO LLC:	3,257.75	
<b>Guho Corp.</b>	433,361.72	08/29/2025
	756,749.88	08/29/2025
	257,124.85	08/29/2025
	589,236.78	08/29/2025
Total Guho Corp.:	2,036,473.23	
<b>Idaho Power</b>	5.80	08/19/2025
Total Idaho Power:	5.80	
<b>Idaho Records Management LLC</b>	55.00	08/28/2025
Total Idaho Records Management LLC:	55.00	
<b>Image360 Boise-Meridian</b>	1,358.00	08/28/2025
Total Image360 Boise-Meridian:	1,358.00	
<b>Jed Split Creative</b>	809.40	08/27/2025
	2,223.00	08/27/2025
	1,387.00	08/27/2025
	346.75	08/27/2025
	1,670.82	08/27/2025
	1,572.25	08/27/2025
	415.60	08/27/2025
	2,771.80	08/27/2025
	760.00	08/27/2025
Total Jed Split Creative:	11,956.62	
<b>Jensen Belts Associates</b>	11,964.95	08/29/2025
	7,986.85	08/29/2025
Total Jensen Belts Associates:	19,951.80	
<b>Kimley-Horn and Associates Inc</b>	23,447.50	08/29/2025
	22,247.50	08/29/2025

Name	Check Amount	Check Issue Date
Total Kimley-Horn and Associates Inc:	45,695.00	
<b>Kittelson &amp; Associates Inc.</b>	3,830.00	08/28/2025
Total Kittelson & Associates Inc.:	3,830.00	
<b>KPFF Consulting Engineers</b>	1,412.50	08/29/2025
	134,978.50	08/29/2025
Total KPFF Consulting Engineers:	136,391.00	
<b>Kyle Scheffler</b>	450.00	08/27/2025
Total Kyle Scheffler:	450.00	
<b>Lunation Communications LLC</b>	7,700.00	08/29/2025
Total Lunation Communications LLC:	7,700.00	
<b>McAlvain Construction Inc.</b>	617,416.77	08/29/2025
	737,981.04	08/29/2025
Total McAlvain Construction Inc.:	1,355,397.81	
<b>McClatchy Company LLC</b>	34.12	08/28/2025
Total McClatchy Company LLC:	34.12	
<b>Optimizon</b>	1,100.00	08/28/2025
Total Optimizon:	1,100.00	
<b>Pro Care Landscape Management</b>	747.62	08/28/2025
	70.23	08/28/2025
	50.00	08/28/2025
	181.00	08/28/2025
Total Pro Care Landscape Management:	1,048.85	
<b>Projekt Dynamic LLC</b>	2,000.00	08/28/2025
Total Projekt Dynamic LLC:	2,000.00	
<b>QRS Consulting LLC</b>	240.00	08/27/2025
Total QRS Consulting LLC:	240.00	
<b>Sawtooth Caulking Inc.</b>	103,126.88	08/29/2025
Total Sawtooth Caulking Inc.:	103,126.88	
<b>Scheidt &amp; Bachmann USA Inc.</b>	2,263.90	08/28/2025

Name	Check Amount	Check Issue Date
Total Scheidt & Bachmann USA Inc.:	2,263.90	
<b>Security LLC - Plaza 121</b>	14,859.33	08/01/2025
	215.31	08/27/2025
Total Security LLC - Plaza 121:	15,074.64	
<b>Stability Networks Inc.</b>	4,900.00	08/29/2025
	611.22	08/29/2025
	343.88	08/29/2025
Total Stability Networks Inc.:	5,855.10	
<b>State Insurance Fund</b>	818.00	08/27/2025
Total State Insurance Fund:	818.00	
<b>Story Commercial LLC</b>	3,562.50	08/28/2025
Total Story Commercial LLC:	3,562.50	
<b>Strong Ryan</b>	841.25	08/12/2025
Total Strong Ryan:	841.25	
<b>Synoptek LLC</b>	50.00	08/27/2025
Total Synoptek LLC:	50.00	
<b>Syringa Networks LLC</b>	910.46	08/28/2025
Total Syringa Networks LLC:	910.46	
<b>Taft Stettinius &amp; Hollister LLP</b>	5,381.71	08/29/2025
Total Taft Stettinius & Hollister LLP:	5,381.71	
<b>Terracon Consultants Inc</b>	6,550.00	08/29/2025
Total Terracon Consultants Inc:	6,550.00	
<b>The AZEK Group LLC</b>	70,608.62	08/27/2025
Total The AZEK Group LLC:	70,608.62	
<b>The Cartee Project LLC</b>	382,895.27	08/27/2025
Total The Cartee Project LLC:	382,895.27	
<b>The Land Group Inc.</b>	1,704.50	08/28/2025
	1,925.00	08/28/2025

Name	Check Amount	Check Issue Date
Total The Land Group Inc.:	3,629.50	
<b>The Potting Shed</b>	65.00	08/27/2025
Total The Potting Shed:	65.00	
<b>Tobin Rogers Photography LLC</b>	1,500.00	08/28/2025
	2,100.00	08/28/2025
Total Tobin Rogers Photography LLC:	3,600.00	
<b>Treasure Valley Coffee Inc</b>	120.95	08/28/2025
	120.95	08/28/2025
Total Treasure Valley Coffee Inc:	241.90	
<b>United Heritage</b>	1,929.51	08/01/2025
Total United Heritage:	1,929.51	
<b>US Bank - Credit Cards</b>	7,252.30	08/08/2025
Total US Bank - Credit Cards:	7,252.30	
<b>Veritas Material Consulting</b>	4,074.00	08/28/2025
	560.00	08/28/2025
Total Veritas Material Consulting:	4,634.00	
<b>Westerberg Aston and Associates</b>	2,000.00	08/28/2025
Total Westerberg Aston and Associates:	2,000.00	
<b>Western States Equipment</b>	408.64	08/27/2025
	505.13	08/27/2025
Total Western States Equipment:	913.77	
<b>Wright Brothers</b>	100,359.03	08/29/2025
Total Wright Brothers:	100,359.03	
Grand Totals:	5,340,119.23	

## Report Criteria:

Summary report type printed

Check.Voided = no

MINUTES OF SPECIAL MEETING  
BOARD OF COMMISSIONERS  
CAPITAL CITY DEVELOPMENT CORPORATION  
Board Room, Fifth Floor, 121 N. 9th Street  
Boise, ID 83702  
August 27, 2025

**I. CALL TO ORDER:**

Secretary McLean convened the meeting with a quorum at 12:00 p.m.

Roll Call attendance taken:

Present: Commissioner Todd Cooper, Commissioner Jimmy Hallyburton, Commissioner Latonia Haney Keith, Commissioner Lauren McLean, Commissioner Rob Perez, Commissioner Meredith Stead and Commissioner Alexis Townsend.

Absent: Commissioner Drew Alexander 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; Kassi Brown, Project Manager; 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.

**II. ACTION ITEM: AGENDA CHANGES OR 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 August 11, 2025
2. FY2025 Q3 Financial Report (Unaudited)

Commissioner Cooper made a motion to approve the Consent Agenda.

Commissioner Perez seconded the motion.

Roll Call:

Commissioner Cooper - Aye  
Commissioner Hallyburton - Aye  
Commissioner McLean - Aye  
Commissioner Perez - Aye  
Commissioner Stead - Aye  
Commissioner Townsend - Aye

The motion carried 6 - 0.

Chair Haney Keith arrived at the meeting at 12:02 pm.

#### **IV. ACTION ITEM**

##### **A. CONSIDER Resolution 1942: Approve FY2026 Five Year Capital Improvement Plan**

Doug Woodruff, Development Director, gave a report.

Commissioner McLean moved to Adopt Resolution 1942 approving the FY2026 Five Year Capital Improvement Plan.

Commissioner Stead seconded the motion.

Roll Call:

Commissioner Cooper - Aye  
Commissioner Hallyburton - Aye  
Commissioner Haney Keith - Aye  
Commissioner McLean - Aye  
Commissioner Perez - Aye  
Commissioner Stead - Aye  
Commissioner Townsend - Aye

The motion carried 7 - 0.

##### **B. PUBLIC HEARING: Proposed FY2025 Amended Budget**

Chair Haney Keith opened the public hearing at 12:06 p.m.

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

No public comment was made and no comment in writing received.

Public Hearing closed at 12:11 p.m.

##### **C. CONSIDER Resolution 1939: Adopt FY2025 Amended Budget**

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

Commissioner McLean moved to adopt Resolution 1939 to approve the FY2025 Amended Budget totaling \$62,904,595 and to authorize the Executive Director to file copies of the budget as required by law.

Commissioner Stead seconded the motion.

Roll Call:

Commissioner Cooper - Aye  
Commissioner Hallyburton - Aye  
Commissioner Haney Keith - Aye  
Commissioner McLean - Aye  
Commissioner Perez - Aye  
Commissioner Stead - Aye  
Commissioner Townsend - Aye

The motion carried 7 - 0.

**D. PUBLIC HEARING: Proposed FY2026 Original Budget**

Chair Haney Keith opened the public hearing at 12:13 p.m.

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

No public comment was made and no comment in writing received.

Public Hearing closed at 12:22 p.m.

**E. CONSIDER Resolution 1940: Adopt FY2026 Original Budget**

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

Commissioner Cooper moved to adopt Resolution 1940 to approve the FY2026 Original Budget totaling \$50,064,149 and to authorize the Executive Director to file copies of the budget as required by law.

Commissioner McLean seconded the motion.

Roll Call:

Commissioner Cooper - Aye  
Commissioner Hallyburton - Aye  
Commissioner Haney Keith - Aye  
Commissioner McLean - Aye  
Commissioner Perez - Aye  
Commissioner Stead - Aye  
Commissioner Townsend - Aye

The motion carried 7 - 0.

**F. CONSIDER Resolution 1941: 1010 W. Jefferson Street Commercial Space and Public Parking Facility. Task Order 24-004 for Professional Design Services with KPFF, Inc.**

Alexandra Monjar, Senior Project Manager – Property Development and Kassi Brown, Project Manager, gave a report.

Commissioner Stead moved to adopt Resolution 1941 approving and authorizing the execution of Task Order 24-004 with KPFF, Inc. for Professional Design Services on 1010 W. Jefferson Street Commercial Space and Public Parking Facility.

Commissioner McLean seconded the motion.

Roll Call:

Commissioner Cooper - Aye  
Commissioner Hallyburton - Aye  
Commissioner Haney Keith - Aye  
Commissioner McLean - Aye  
Commissioner Perez - Aye

Commissioner Stead - Aye  
Commissioner Townsend - Aye

The motion carried 7 - 0.

**G. CONSIDER Resolution 1936: Authorizing the Reimbursement of Capital Expenditures from the Proceeds of Indebtedness Expected to Be Incurred by CCDC Related to Financing the 1010 W. Jefferson Street Commercial Space and Public Parking Facility**

Alexandra Monjar, Senior Project Manager – Property Development and Joey Chen, Finance & Administration Director, gave a report.

Commissioner Perez moved to adopt Resolution 1936 approving and authorizing the Reimbursement of Capital Expenditures from the Proceeds of Indebtedness Expected to Be Incurred by CCDC Related to Financing the 1010 W. Jefferson Street Commercial Space and Public Parking Facility.

Commissioner Stead seconded the motion.

Roll Call:

Commissioner Cooper - Aye  
Commissioner Hallyburton - Aye  
Commissioner Haney Keith - Aye  
Commissioner McLean - Aye  
Commissioner Perez - Aye  
Commissioner Stead - Aye  
Commissioner Townsend - 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 Mclean to adjourn the meeting. Commissioner Cooper seconded the motion. Meeting declared adjourned.

The meeting was adjourned at 12:35 p.m.

ADOPTED BY THE BOARD OF DIRECTORS OF THE CAPITAL CITY DEVELOPMENT CORPORATION ON THE 22ND DAY OF SEPTEMBER 2025.

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Latonia Haney Keith, Chair

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Joey Chen, Secretary Pro Tem





## AGENDA BILL

<b>Agenda Subject:</b> Resolution 1943 approving the FY2026 Cooperative Agreement between Valley Regional Transit and Capital City Development Corporation for Public Transportation Financial Contribution		<b>Date:</b> September 22, 2025
<b>Staff Contact:</b> Zach Piepmeyer, P.E. Parking & Mobility Director	<b>Attachments:</b> 1. Resolution 1943 2. FY2026 Cooperative Agreement	
<b>Action Requested:</b> Adopt Resolution 1943 approving the FY2026 Cooperative Agreement between Valley Regional Transit and Capital City Development Corporation for Public Transportation Financial Contribution		

### Background:

The Agency commits annual financial support for Valley Regional Transit (VRT) for the enhancement of transit facility infrastructure within the active Districts and to support the City Go program, an all-inclusive association for mobility needs for businesses and individuals in downtown Boise which aims to reduce single occupant vehicle trips.

In FY2025, the Agency provided \$116,619 in financial support to VRT, which included \$60,000 to support the City Go program, \$50,000 for Transit Improvements within the Shoreline URD and a General Assessment of \$6,619.

For FY2026, the Agency anticipates supporting City Go and transit infrastructure improvements in active Districts with a specific contribution dedicated to transit improvements downtown at the Capitol/River and Capitol/Main intersections as well as real-time information signs at approximately three yet-to-be-identified bus stop locations.

### Fiscal Notes:

VRT has requested a total of \$85,558 from the Agency for FY2026. A breakdown of the requested funding from the Agency is as follows:

Item	Description	Amount
1	General Assessment (for services support and regional overhead)	\$6,758
2	Downtown Transit Stop Improvements	\$18,800
3	City Go Support	\$60,000
	<b>Total:</b>	<b>\$85,558</b>

The FY2026 budget includes adequate funds to cover the requested amount.

**Staff Recommendation:**

Adopt Resolution 1943 approving the FY2026 Cooperative Agreement between Valley Regional Transit and Capital City Development Corporation for Public Transportation Financial Contribution.

**Suggested Motion:**

I move to adopt Resolution 1943 approving the FY2026 Cooperative Agreement between Valley Regional Transit and Capital City Development Corporation for Public Transportation Financial Contribution.

## RESOLUTION NO. 1943

BY THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY OF THE CITY OF BOISE, IDAHO:

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY OF BOISE CITY, IDAHO, APPROVING A COOPERATIVE AGREEMENT WITH VALLEY REGIONAL TRANSIT FOR THE AGENCY'S ANNUAL PUBLIC TRANSPORTATION FINANCIAL CONTRIBUTION; AUTHORIZING THE AGENCY EXECUTIVE DIRECTOR TO EXECUTE THE AGREEMENT AND ANY DOCUMENTS NECESSARY TO IMPLEMENT THE AGREEMENT, SUBJECT TO CERTAIN CONTINGENCIES; AUTHORIZING ANY TECHNICAL CORRECTIONS TO THE AGREEMENT; AUTHORIZING THE EXPENDITURE OF FUNDS; AND PROVIDING AN EFFECTIVE DATE.

THIS RESOLUTION is made on the date hereinafter set forth by the Urban Renewal Agency of Boise City, Idaho, an independent public body, corporate and politic, authorized under the authority of the Idaho Urban Renewal Law of 1965, as amended, Chapter 20, Title 50, Idaho Code, and the Local Economic Development Act, as amended and supplemented, Chapter 29, Title 50, Idaho Code (collectively, the "Act"), as a duly created and functioning urban renewal agency for Boise City, Idaho (hereinafter referred to as the "Agency").

WHEREAS, the City Council of Boise City, Idaho (the "City"), after notice duly published, conducted a public hearing on the Westside Downtown Urban Renewal Plan (the "Westside Plan"), and following said public hearing, the City adopted its Ordinance No. 6108 on December 4, 2001, approving the Westside Plan and making certain findings; and,

WHEREAS, the City, after notice duly published, conducted a public hearing on the First Amendment to the Urban Renewal Plan Westside Downtown Urban Renewal Project ("First Amendment to the Westside Plan"); and,

WHEREAS, following said public hearing, the City adopted its Ordinance 45-20 on December 1, 2020, annexing two (2) geographical areas adjacent and contiguous to the northern boundary of the Westside Project Area into the existing revenue allocation area and making certain findings; and,

WHEREAS, the City, after notice duly published, conducted a public hearing on the 30th Street Area Urban Renewal Plan (the "30th Street Plan"), and following said public hearing, the City adopted its Ordinance No. 6868 on December 4, 2012, approving the 30th Street Plan and making certain findings; and,

WHEREAS, the City, after notice duly published, conducted a public hearing on the First Amendment to the 30th Street Plan ("First Amendment to the 30th Street Plan"), and following said public hearing, the City adopted its Ordinance No. 26-18 on July 24, 2018, approving the First Amendment to the 30th Street Plan de-annexing certain parcels from the existing revenue allocation area and making certain findings; and,

WHEREAS, the City, after notice duly published, conducted a public hearing on the Urban Renewal Plan for the Shoreline District Urban Renewal Project Area (the "Shoreline District

Plan”), and following said public hearing the City adopted its Ordinance No. 55-18 on December 18, 2018, approving the Shoreline District Plan and making certain findings; and,

WHEREAS, the City, after notice duly published, conducted a public hearing on the Urban Renewal Plan for the Gateway East Economic Development District Project Area (the “Gateway East District Plan”), and following said public hearing the City adopted its Ordinance No. 58-18 on December 18, 2018, approving the Gateway East District Plan and making certain findings; and,

WHEREAS, the City, after notice duly published, conducted a public hearing on the Urban Renewal Plan for the State Street District Urban Renewal Project (the “State Street District Plan”), and following said public hearing the City adopted its Ordinance No. 45-21 on October 26, 2021, approving the State Street District Plan and making certain findings; and,

WHEREAS, the Westside Plan (as amended), the 30th Street Plan (as amended), the Shoreline District Plan, the Gateway East District Plan, and the State Street District Plan are collectively referred to as the “Plans”; and,

WHEREAS, the Agency has long recognized the importance and significance of the development of transportation services including alternative transportation modes within the established urban renewal districts as a critical component of revitalization; and,

WHEREAS, the Agency is responsible for the implementation of the Plans, which plans identify certain transportation goals and objectives and the establishment of transit, pedestrian, and bicycle facilities to encourage use of alternative means of transportation; and,

WHEREAS, under the provisions of the Plans and as authorized by Idaho Code § 50-2015, the Agency may enter into cooperative agreements with public bodies to achieve the objectives of an urban renewal plan; and,

WHEREAS, Idaho Code § 40-2110 provides that counties, cities, highway districts and other governmental entities in the region may enter into cooperative agreements with the regional public transportation authority in order to contribute funds from any source in recognition of costs of the authority; and,

WHEREAS, Valley Regional Transit is Boise’s regional transportation authority. Valley Regional Transit develops funding requests through an approved cost allocation methodology involving four (4) categories: general assessments, service contributions, capital contributions, and special assessments; and,

WHEREAS, Valley Regional Transit has requested from the Agency the following contributions in Fiscal Year 2026: \$6,758 to support services and regional overhead; \$60,000 to support City Go; and \$18,800 to support improvements to two (2) transit stop sites downtown Boise and the expansion of real time transit information signage; and,

WHEREAS, the Agency Board finds it to be in the best public interest to approve the Cooperative Agreement with Valley Regional Transit and authorize the Agency Executive Director to execute same.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY OF BOISE CITY, AS FOLLOWS:

Section 1: That the above statements are true and correct.

Section 2: That the Cooperative Agreement between Valley Regional Transit and the Agency, a copy of which is attached hereto as Exhibit A and incorporated herein as if set out in full, be and the same is hereby approved.

Section 3: That the Agency Executive Director is hereby authorized to sign and enter into the Cooperative Agreement and to execute all necessary documents required to implement the actions contemplated by the Cooperative Agreement, subject to representations by the Agency staff and Agency legal counsel that all conditions precedent to such actions have been met; and further, any necessary technical changes to the Cooperative Agreement are acceptable upon advice from the Agency's legal counsel that said changes are consistent with the provisions of the Cooperative Agreement and the comments and discussions received at the September 22, 2025, Agency Board meeting; the Agency is further authorized to expend the funds contemplated by the Cooperative Agreement and to perform any and all other duties required pursuant to said Cooperative Agreement.

Section 4: That this Resolution shall be in full force and effect immediately upon its adoption and approval.

PASSED AND ADOPTED by the Urban Renewal Agency of Boise City, Idaho, on September 22, 2025. Signed by the Chair of the Board of Commissioners and attested by the Secretary to the Board of Commissioners on September 22, 2025.

URBAN RENEWAL AGENCY OF BOISE CITY

By: \_\_\_\_\_  
Latonia Haney Keith, Chair

ATTEST

By: \_\_\_\_\_  
Joey Chen, Secretary Pro Tem

COOPERATIVE AGREEMENT  
BETWEEN  
VALLEY REGIONAL TRANSIT  
AND  
CAPITAL CITY DEVELOPMENT CORPORATION  
FOR  
PUBLIC TRANSPORTATION FINANCIAL CONTRIBUTION

THIS COOPERATIVE AGREEMENT ("**Agreement**") is entered into this 1st day of October 2025 by and between VALLEY REGIONAL TRANSIT, a regional public transportation authority authorized under Chapter 21, Title 40, Idaho Code ("**Authority**"), and Capital City Development Corporation, an independent public body corporate and politic. authorized under the authority of the Idaho Urban Renewal Law of 1965, as amended, Chapter 20, Title 50, Idaho Code ("**Member**")

RECITALS

- a. **Authority** is the regional public transportation authority created to serve Ada and Canyon Counties, pursuant to Chapter 21, Title 40, Idaho Code, and as a result of November 3, 1998 public referendum. **Authority** provides publicly funded or publicly subsidized transportation services and programs in Ada and Canyon counties.
- b. **Member** is the duly created and functioning urban renewal agency for Boise City, Idaho.
- c. Idaho Code § 40-2109(7) provides that **Authority** may enter into cooperative agreements with the state, other authorities, counties, cities and highway districts under the provisions of Idaho Code § 67-2328, which expressly authorizes public agencies to enter into agreements with one another for cooperative action for purposes within the power, privilege, or authority of said agencies.
- d. Idaho Code § 40-2110 provides that counties, cities, highway districts and other governmental entities in the region may enter into cooperative agreements with the regional public transportation authority in order to contribute funds from any source in recognition of costs of the authority.
- e. **Authority** develops funding requests through an approved cost allocation methodology. There are four categories involved in generating the initial funding request: general assessments, service and capital contributions, and special assessments.
- f. **Authority** has requested **\$6,758** from **Member** to contribute to support services and regional overhead, **\$18,800** for the On Street Amenity capital project in **Member's** district and a special assessment of **\$60,000** to support City Go. **Member** has budgeted an amount sufficient to pay these expenses, which represent the **Member's** proportionate share of support for services, capital, and regional overhead.
- g. **Authority** generally follows the allocation methodology to designate how **Member** contributions are used. However, Authority may leverage **Member** contributions as local match to optimize utilization of both local and federal sources of funding to ensure the most effective use of all revenue sources.

## **AGREEMENT**

NOW, THEREFORE, in consideration of foregoing recitals, which are made a part of this **Agreement** and not mere recitals, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, it is mutually agreed as follows:

### **Section 1. Term**

This **Agreement** shall be in effect from the 1<sup>st</sup> day of October 2025, and will terminate on the 30<sup>th</sup> day of September 2026, unless earlier terminated pursuant the mutual written agreement of the parties hereto.

### **Section 2. Purpose**

The purpose of this **Agreement** is:

- (a) For **Member** to pay **\$85,558** to **Authority** for Fiscal Year 2026 expenses pertaining to regional overhead, City Go, and the On Street Amenity capital project required to support the regional transportation services within the **Member's** jurisdiction.
- (b) For **Authority** to use **Member's** contribution for capital and regional overhead expenses included in the annual FY2026 budget to support services within Member's jurisdiction.
- (c) For **Authority** to leverage **Member's** contribution with matching federal funding to optimize all revenue sources available for operations, capital, and regional overhead.

### **Section 3. Compliance**

**Authority**, in using said **Member's** contribution shall comply with all conditions required by applicable federal, state and local laws and regulations, and shall maintain, in accordance with generally accepted accounting practices and principles, records and books of account regarding said assessments and operating costs.

### **Section 4. Payment**

- (a) **Member** shall pay its annual contribution of **\$85,558** within 30 days of invoice.
- (b) **Authority** shall provide **Member** a financial reconciliation and a quarterly status report on capital or other special projects.
- (c) Payment shall be made directly to **Authority** at the following address, unless **Member** is notified in writing by **Authority** of a new address:

Valley Regional Transit  
700 NE 2<sup>nd</sup> St Suite 100  
Meridian, Idaho 83642

- (d) **Member's** address, for the purpose of invoice, notice or correspondence, unless **Authority** is notified in writing by **Member** of a new address, is as follows:

Capital City Development Corporation  
121 N 9<sup>th</sup> Street, Suite 501  
Boise, Idaho 83702

## Section 5. Contact Information

- (a) **Authority** point of contact for this agreement is Jason Jedry, Chief Financial Officer, [jjedry@valleyregionaltransit.org](mailto:jjedry@valleyregionaltransit.org), 208.258.2709
- (b) **Member** point of contact for this agreement is Zach Piepmeyer, Parking & Mobility Director, [zpiepmeyer@ccdchboise.com](mailto:zpiepmeyer@ccdchboise.com), 208.319.1204

## Section 6. Miscellaneous

- (a) Each party hereto represents and warrants that each person executing this **Agreement** on behalf of such party is, at the time of such execution, duly authorized to do so by such party's governing body and is fully vested with the authority to bind such party in all respects.
- (b) If any provision of this **Agreement** is held invalid, illegal, or unenforceable, the remainder shall be construed to conform to the intent of the parties and shall survive the severed provisions.
- (c) Except as provided otherwise herein, this **Agreement** and any attachments hereto constitute the entire **Agreement** between **Authority** and **Member** concerning the subject matter hereof. The provisions of this **Agreement** shall be construed as a whole and not strictly for or against any party.
- (d) The captions and headings in this **Agreement** are for reference only and shall not be deemed to define or limit the scope or intent of any of the terms, covenants, conditions, or agreements contained herein.
- (e) This **Agreement** is not intended to create, nor shall it in any way be interpreted or construed to create any third-party beneficiary rights in any person not a party hereto.
- (f) This **Agreement** shall be binding on the parties hereto, and their successors and assigns.

## Section 7. Indemnification

To the extent permissible by law, **Authority** shall indemnify, defend, protect and hold harmless **Member**, and its officers, agents and employees, from and against any and all liabilities, losses, suits, claims, judgments, fines or demands arising by reason of injury or death of any person or damage to any property, including all reasonable costs for investigation and defense thereof (including but not limited to attorney fees, court costs, and expert fees), of any nature whatsoever (collectively, "Claims") arising out of or incident to this **Agreement**, and any renewal or extension thereof, and arising out of or caused by the negligent or intentional acts or omissions of **Authority**, its officers, agents and employees, regardless of where the injury, death, or damage may occur, except to the extent any such Claims arise out of or are caused by the negligent or intentional act or omission of **Member** or its officers, agents and employees. **Member** shall give to **Authority** reasonable notice of any such Claims. **Authority** shall notify **Member** of the counsel to be used in carrying out its obligations hereunder. **Member** must state any reasonable objection that it may have regarding the use of said counsel. The provisions of this section shall be deemed to be a separate contract between the parties and shall survive the expiration or any default, termination or forfeiture of this **Agreement**, and any renewal or extension thereof. Notwithstanding anything to the



contrary in the foregoing, **Member** right to indemnification pursuant to the foregoing shall be limited to indemnification for such Claims for which **Member** incurs actual liability or expense. The foregoing indemnification includes, without limitation, any Claim arising out of or caused by the noncompliance of any services, programs, or activities provided by **Authority** under this **Agreement** with all applicable federal, state, and local statutes, regulations, and requirements, including, but not limited to, the Americans with Disabilities Act (ADA). Notwithstanding anything to the contrary in the foregoing, (i) no employee or officer of **Authority** shall be personally liable to **Member** under this **Agreement**, (ii) with respect to third party Claims, both **Authority** and **Member** expressly reserve any and all of the privileges and immunities available to them, if any, under Idaho law, and (iii) the agreement of **Authority** to hold harmless or indemnify **Member** shall be limited to, and be payable only from, **Authority's** available insurance or self-insurance coverage for liability assumed by contract available as a part of its general liability insurance program."

EXECUTED and effective as of the date first above written.

Valley Regional Transit:

Capital City Development Corporation:

for   
Elaine Clegg  
Chief Executive Officer

\_\_\_\_\_  
Signature

Printed name:  
\_\_\_\_\_



## AGENDA BILL

<b>Agenda Subject:</b> Quitclaim 521 W. Grove Street Parcel to the City of Boise		<b>Date:</b> September 22, 2025
<b>Staff Contacts:</b> John Brunelle, Executive Director Mary Watson, General Counsel		<b>Attachments:</b> <ul style="list-style-type: none"><li>• Resolution 1944</li><li>• Quitclaim Deed</li></ul>
<b>Action Requested:</b> Adopt Resolution 1944 to convey 521 W. Grove Street to the City of Boise by Quitclaim Deed		

### Background:

In January 2022, the Agency purchased 521 W. Grove Street from Artiach Properties L.P. for the purpose of creating a public space to celebrate the multi-cultural aspects of the Old Boise neighborhood. While the Agency and Boise Parks Department worked on plans for the new park, the Agency continued operating the property first as a surface parking lot and then later as a laydown site for adjacent construction of the Old Boise Blocks on Grove Street Streetscape Improvements Project.

Construction of the park commenced in January 2025, and the park was formally opened to the public and named **Kaixo Corner** on July 28, 2025. With a purchase price of \$1,800,000 coupled with \$2,572,000 for construction and \$550,850 for public art, the Agency's \$5,000,000 investment in Kaixo Corner represents a significant commitment to enriching public spaces and fostering community connection.

The Agency intends to convey the property to the City of Boise by Quitclaim Deed. This is a common legal process the Agency has employed in the past to convey real property to the City. The Boise City Council agreed to accept the parcel by Quitclaim Deed at its public meeting on Tuesday, September 16, 2025. As part of the Quitclaim Deed, a Declaration of Deed Restriction and Restrictive Covenant will be recorded to ensure the property is preserved as a public park in perpetuity.

### Fiscal Notes:

In order to achieve the objectives of the River Myrtle-Old Boise Plan, and in accordance with Idaho Code §50-2015, the Agency is authorized to convey real property to the City without appraisal, public notice, bidding, or monetary compensation.

**Staff Recommendation:**

In order to accomplish the transfer of the property as described herein, the Board should find it in the best interest of the public and of the Agency to convey 521 W. Grove Street to the City of Boise by Quitclaim Deed.

**Suggested Motion:**

I move to adopt Resolution 1944 to convey 521 W. Grove Street to the City of Boise by Quitclaim Deed.

## RESOLUTION NO. 1944

BY THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY OF BOISE CITY, IDAHO:

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY OF BOISE CITY, IDAHO, APPROVING A REAL ESTATE CONVEYANCE OF AGENCY REAL PROPERTY PARCEL NO. R1013001951, ADDRESSED AS 521 WEST GROVE STREET, BOISE, IDAHO, TO THE CITY OF BOISE BY QUITCLAIM DEED AND WITHOUT CONSIDERATION; AUTHORIZING AND DIRECTING THE EXECUTIVE DIRECTOR TO EXECUTE THE QUITCLAIM DEED AND ANCILLARY DOCUMENTS ON BEHALF OF AGENCY; AUTHORIZING AND DIRECTING THE EXECUTIVE DIRECTOR TO DELIVER THE QUITCLAIM DEED TO THE CITY OF BOISE FOR ACCEPTANCE AND RECORDING WITH THE ADA COUNTY RECORDER; AND PROVIDING AN EFFECTIVE DATE.

THIS RESOLUTION, is made on the date hereinafter set forth by the Urban Renewal Agency of Boise City, Idaho, an independent public body, corporate and politic, authorized under the authority of the Idaho Urban Renewal Law of 1965, as amended, Chapter 20, Title 50, Idaho Code, and the Local Economic Development Act, as amended and supplemented, Chapter 29, Title 50, Idaho Code (collectively the "Act"), as a duly created and functioning urban renewal agency for Boise City, Idaho (hereinafter referred to as the "Agency").

WHEREAS, the City Council of the City of Boise City, Idaho (the "City"), after notice duly published, conducted a public hearing on the River Street-Myrtle Street Urban Renewal Plan (the "River Street Plan"), and following said public hearing the City adopted its Ordinance No. 5596 on December 6, 1994, approving the River Street Plan and making certain findings; and,

WHEREAS, the City, after notice duly published, conducted a public hearing on the First Amended and Restated Urban Renewal Plan, River Street-Myrtle Street Urban Renewal Project (annexation of the Old Boise Eastside Study Area and Several Minor Parcels) and Renamed River Myrtle-Old Boise Urban Renewal Project (the "River Myrtle-Old Boise Plan"); and,

WHEREAS, following said public hearing, the City adopted its Ordinance No. 6362 on November 30, 2004, approving the River Myrtle-Old Boise Plan and making certain findings; and,

WHEREAS, the City, after notice duly published, conducted a public hearing on the First Amendment to the First Amended and Restated Urban Renewal Plan, River Street-Myrtle Street Urban Renewal Project and Renamed River Myrtle-Old Boise Urban Renewal Project ("First Amendment to the River Myrtle-Old Boise Plan"); and,

WHEREAS, following said public hearing, the City adopted its Ordinance No. 24-18 on July 24, 2018, approving the First Amendment to the River Myrtle-Old Boise Plan deannexing certain parcels from the existing revenue allocation area and making certain findings; and,

WHEREAS, in order to achieve the objectives of the River Myrtle-Old Boise Plan, the Agency is authorized to purchase real property for the revitalization of areas within the Project Area; and,

WHEREAS, on January 28, 2022, the Agency purchased certain real property identified as Parcel No. R1013001951 in the records of the Ada County Assessor and addressed as 521 West Grove Street, Boise, Idaho (the "Parcel"); and,

WHEREAS, the Agency seeks to transfer the Parcel to the City of Boise, including its public improvements made by the Agency, to be used forevermore as a public park; and,

WHEREAS, Idaho Code § 50-2015 allows the Agency to convey real property to the City of Boise without consideration and subject to the terms and conditions as the Agency deems necessary; and,

WHEREAS, the City of Boise desires to accept the Parcel by Quitclaim Deed; and,

WHEREAS, the Agency Board finds it in the best interest of the Agency and the public to approve the quitclaim of the Parcel, without consideration, to the City of Boise and to direct Agency staff to take all necessary steps to effectuate same.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY OF BOISE CITY, AS FOLLOWS:

Section 1: That the above statements are true and correct.

Section 2: That the Quitclaim Deed for the Parcel, a copy of which is attached hereto as Exhibit A and incorporated herein by reference, be and the same hereby is approved and adopted.

Section 3: That the Executive Director is authorized and directed to execute the Quitclaim Deed on behalf of Agency and thereafter deliver the Quitclaim Deed to the City of Boise for formal acceptance by the Boise City Council and subsequent recording with the Ada County Recorder; and further, authorizing the Executive Director to execute any ancillary documents necessary to effectuate the transfer on behalf of the Agency.

Section 4: That this Resolution shall be in full force and effect immediately upon its adoption and approval.

PASSED AND ADOPTED by the Urban Renewal Agency of Boise City, Idaho, on September 22, 2025. Signed by the Chair of the Board of Commissioners and attested by the Secretary to the Board of Commissioners on September 22, 2025.

URBAN RENEWAL AGENCY OF BOISE CITY

By: \_\_\_\_\_  
Latonia Haney Keith, Chair

ATTEST:

By: \_\_\_\_\_  
Joey Chen, Secretary, Pro Tem

Recording Requested by:

City of Boise City  
150 N. Capitol Boulevard  
PO Box 500  
Boise, Idaho 83701-0500  
Attn: City Attorney's Office

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### QUITCLAIM DEED

FOR VALUE RECEIVED, and subject to the deed restriction attached hereto as Exhibit A, the Urban Renewal Agency of Boise City, Idaho, also known as Capital City Development Corporation, an independent public body, corporate and politic, organized under the laws of the State of Idaho and having a business address of 121 N. 9<sup>th</sup> Street, Suite 501, Boise, Idaho, 83702 ("CCDC"), does hereby convey release, remise, and forever quitclaim unto The City of Boise City, an Idaho municipal corporation, whose address is 150 N. Capitol Blvd., Boise, Idaho, 83702 (the "CITY"), all right, title, and interest of CCDC in and to the following described real property situated in Ada County, State of Idaho, more particularly described as follows, to wit:

Lot 7 and the west half of Lot 8 in Block 24, Boise City Original Townsite, according to the plat thereof, filed in Book 1 of Plats at Page 1, records of Ada County, Idaho.

TO HAVE AND TO HOLD the said premises, unto CITY, successors and assigns forever.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

The Urban Renewal Agency of Boise City, Idaho

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By: John Brunelle, Executive Director

STATE OF IDAHO                    )  
  ) ss.  
County of Ada                    )

On this \_\_\_\_\_ day of September, 2025, before me, a Notary Public in and for said county and state, personally appeared John Brunelle, known or identified to me to be the Executive Director of the URBAN RENEWAL AGENCY OF BOISE CITY, IDAHO, the independent public body, corporate and politic, that executed within and foregoing instrument, and acknowledged to me that he had authority to execute same on behalf of the Urban Renewal Agency of Boise City, Idaho.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.

---

Notary Public for Idaho  
Residing at: \_\_\_\_\_  
My Commission Expires: \_\_\_\_\_

QUITCLAIM DEED

## ACCEPTANCE

I, Lauren McLean, Mayor of the City of Boise, do hereby acknowledge receipt of the foregoing Quitclaim Deed for the property more particularly described as: Lot 7 and the west half of Lot 8 in Block 24, Boise City Original Townsite, according to the plat thereof, filed in Book 1 of Plats at Page 1, records of Ada County, Idaho; and do agree to accept the terms of said transfer.

DATED this \_\_\_\_ day of \_\_\_\_\_, 2025.

CITY OF BOISE:

By: \_\_\_\_\_  
Lauren McLean, Mayor

ATTEST:

By: \_\_\_\_\_  
Jamie Heinzerling, City Clerk

STATE OF IDAHO    )  
                              ) ss.  
County of Ada        )

On this \_\_\_\_ day of \_\_\_\_\_, 2025, before me, a Notary Public in and for the State of Idaho, personally appeared Lauren McLean, known or identified to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.

\_\_\_\_\_  
Notary Public for Idaho  
Residing at: \_\_\_\_\_  
My Commission Expires: \_\_\_\_\_

QUITCLAIM DEED

## **EXHIBIT A to QUITCLAIM DEED**

### **DECLARATION OF DEED RESTRICTION AND RESTRICTIVE COVENANT**

**NOW THEREFORE**, in consideration of the property conveyance by the Urban Renewal Agency of Boise City, Idaho, to Boise City by Quitclaim Deed, the use of the property is hereby restricted as follows:

Lot 7 and the west half of Lot 8 in Block 24, Boise City Original Townsite, according to the plat thereof, filed in Book 1 of Plats at Page 1, records of Ada County, Idaho.

- (1) That the public property with the parcel number(s) of R1013001951 shall be preserved as a public park in perpetuity;
- (2) That this public park shall be operated as a public park in accordance with the policies and regulations of Boise City and its Department of Parks and Recreation; and
- (3) That there is hereby conveyed to the public the right to use and enjoy the public park subject to the rules, regulations, and policies and time, place, and manner restrictions that Boise City may adopt to the extent permitted by applicable law.





## AGENDA BILL

<b>Agenda Subject:</b> Approve Resolution 1945: 1711 N. 31st Street, Residential Infill Development. Type 1 Participation Agreement with Cook Property Management, LLC		<b>Date:</b> September 22, 2025
<b>Staff Contact:</b> Kassi Brown, Project Manager	<b>Attachments:</b> 1) Resolution 1945 2) Type 1 Agreement	
<b>Action:</b> Adopt Resolution 1945 approving the Type 1 Participation Agreement with Cook Property Management, LLC and authorizing the Executive Director to execute the Agreement.		

### Background:

Cook Property Management, LLC, acquired 1711 N. 31st Street in 2021 with the intention of redeveloping the existing single-family property into three small residential lots. Each 3,300 square foot lot will include 1,800 square foot single family home with three bedrooms, three-and-a-half bathrooms, a detached two car garage and a 400 to 500 square foot one bedroom Accessory Dwelling Unit (ADU) atop the garage. This is a for-sale residential product type.

The developer, Cook Property Management, LLC, is a local family-owned development and construction company that specializes in residential infill development projects. Their portfolio includes Purshia Hills, Greenbanks and Pierce Park Heights, all new subdivisions in Boise containing a total of 26 single-family homes. Public improvements for this project include streetscape improvements along 31st Street, with a new sidewalk, trees and landscaping, utility upgrades and alley asphalt paving. Design review approval was obtained in January 2025, and construction is expected to begin in early summer with completion anticipated in December 2025.

In addition to the public improvements being made in front of their property, Cook Property Management, LLC has obtained Statement of Legal Interests from the owners of 1707 N. 31st Street and 3108 W. Bella Street, which authorizes the developer to extend the sidewalk south on 31st Street and west on Bella Street, where there are no sidewalks currently. Making this connection advances the State Street District's mobility objectives and will provide safer pedestrian routes to nearby public transit and businesses along State Street. These improvements will be completed by June 2026.

The CCDC Board of Commissioners designated the project for One-Time Assistance through the Agency's Type 1 program at the May 2025 meeting. Eligible expenses for the public improvements are estimated to be \$201,050.

1711 N. 31st Street meets the requirements of the Participation Program as approved by the CCDC Board and promotes the objectives of the State Street District Plan including activation and redevelopment of deteriorating sites, advancing economic development, developing connectivity, promoting mobility and aligning with other redevelopment efforts in the area.

**Project Summary:**

- Three single-family homes, each with a two-car garage and ADU
- Project delivers net gain of five residential units
- Streetscape improvements including new sidewalks, trees and landscaping
- \$1,600,000 total development costs
- \$201,050 estimated eligible expenses

**Timeline:**

- January 24, 2025 – Design Review Approval
- March 31, 2025 – Type 1 Application Received
- May 12, 2025 – Type 1 Designation
- May 2025 – Construction begins
- September 22, 2025 – Type 1 Agreement Approval
- December 2025 – Single family home construction complete
- June 2026 – Additional public improvements complete
- August 2026 – CCDC reimburses Eligible Expense

**Fiscal Notes:**

Reimbursement will occur in FY2026 and will not exceed \$200,000 per the Type 1 Participation Program policy. The Agency's Five-Year Capital Improvement Plan programs sufficient funding for this State Street District Type 1 grant.

**Staff Recommendation:**

Authorize the Executive Director to execute the Type 1 Participation Agreement with Cook Property Management, LLC.

**Suggested Motion:**

I move to adopt Resolution 1945 approving the Type 1 Participation Agreement with Cook Property Management, LLC and authorizing the Executive Director to execute the Agreement.

## **RESOLUTION NO. 1945**

BY THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY OF BOISE CITY, IDAHO:

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY OF BOISE CITY, IDAHO, APPROVING A TYPE 1 STREETSCAPE GRANT PARTICIPATION AGREEMENT BY AND BETWEEN THE AGENCY AND COOK PROPERTY MANAGEMENT LLC, AN IDAHO LIMITED LIABILITY COMPANY, FOR SPECIFIED PUBLIC IMPROVEMENTS; AUTHORIZING THE AGENCY EXECUTIVE DIRECTOR TO EXECUTE THE AGREEMENT AND ANY NECESSARY DOCUMENTS, SUBJECT TO CERTAIN CONTINGENCIES; AUTHORIZING ANY TECHNICAL CORRECTIONS TO THE AGREEMENT; AUTHORIZING THE EXPENDITURE OF FUNDS; AND PROVIDING AN EFFECTIVE DATE.

THIS RESOLUTION is made on the date hereinafter set forth by the Urban Renewal Agency of Boise City, Idaho, an independent public body, corporate and politic, authorized under the authority of the Idaho Urban Renewal Law of 1965, as amended, Chapter 20, Title 50, Idaho Code, and the Local Economic Development Act, as amended and supplemented, Chapter 29, Title 50, Idaho Code (collectively, the "Act"), as a duly created and functioning urban renewal agency for Boise City, Idaho (hereinafter referred to as the "Agency").

WHEREAS, the City Council of the City of Boise City, Idaho (the "City"), after notice duly published, conducted a public hearing on the Urban Renewal Plan for the State Street District Urban Renewal Project (the "State Street District Plan"), and following said public hearing the City adopted its Ordinance No. 45-21 on October 26, 2021, approving the State Street District Plan and making certain findings; and,

WHEREAS, Cook Property Management LLC is an Idaho limited liability company which owns or controls certain real property addressed as 1711 North 31st Street, Boise, Idaho, on which it plans to redevelop an existing single-family property into three (3) small residential lots (the "Project"); and,

WHEREAS, as part of the Project, Cook Property Management LLC intends to make streetscape improvements along 31st Street, including new sidewalk, trees and landscaping, utility upgrades and alley asphalt paving. Cook Property Management LLC will also construct additional sidewalks to the south of the property, on the west side of 31st Street to connect to the current sidewalks at Bella Street, to provide safer pedestrian routes to nearby public transit and businesses along State Street; and,

WHEREAS, the Agency Board has adopted the Participation Program Policy which includes the Type 1 Streetscape Grant Program under which the Agency can assist private and public development projects by funding improvements that benefit the public and are located in the public rights-of-way or a permanent public easement area; and,

WHEREAS, Cook Property Management LLC is requesting reimbursement for the Project's public improvements that meet the requirements of the Type 1 Streetscape Grant Participation Program; and,

WHEREAS, the Project is located in the State Street Urban Renewal District (the "District") and will contribute to enhancing and revitalizing the District; and,

WHEREAS, attached hereto as Exhibit A and incorporated herein as if set forth in full is the Type 1 Streetscape Grant Participation Agreement and exhibits thereto with Cook Property Management LLC, whereby Cook Property Management LLC will construct the Public Improvements and the Agency will reimburse certain expenses for Cook Property Management LLC to construct the Public Improvements as specified in the Agreement; and

WHEREAS, the Agency Board finds it in the best public interest to approve the Type 1 Streetscape Grant Participation Agreement with Cook Property Management LLC and to authorize the Agency Executive Director to execute same.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY OF BOISE CITY, IDAHO, AS FOLLOWS:

Section 1: That the above statements are true and correct.

Section 2: That the Type 1 Streetscape Grant Participation Agreement, between Cook Property Management, LLC and the Agency, a copy of which is attached hereto as EXHIBIT A and incorporated herein as if set out in full, is hereby approved.

Section 3: That the Agency Executive Director is hereby authorized to sign and enter into the Type 1 Streetscape Grant Participation Agreement with Cook Property Management LLC and to execute all necessary documents required to implement the actions contemplated by the Agreement, subject to representations by the Agency staff and the Agency legal counsel that all conditions precedent to such actions have been met; and further, any necessary technical corrections to the Agreement or other documents are acceptable, upon advice from the Agency's legal counsel that said changes are consistent with the provisions of the Agreement and the comments and discussions received at the September 22, 2025, Agency Board meeting.

Section 4: That the Agency Executive Director is authorized to expend any and all funds contemplated by the Agreement and to perform any and all other duties required pursuant to said Agreement.

Section 5: That this Resolution shall be in full force and effect immediately upon its adoption and approval.

PASSED AND ADOPTED by the Urban Renewal Agency of Boise City, Idaho, on September 22, 2025. Signed by the Chair of the Agency Board of Commissioners and attested by the Secretary to the Agency Board of Commissioners on September 22, 2025.

URBAN RENEWAL AGENCY OF BOISE CITY

ATTEST:

By: \_\_\_\_\_  
Latonia Haney Keith, Chair

By: \_\_\_\_\_  
Joey Chen, Secretary Pro Tem



## TYPE 1 STREETSCAPE GRANT PARTICIPATION AGREEMENT

THIS TYPE 1 STREETSCAPE GRANT PARTICIPATION AGREEMENT (“Agreement”) is entered into by and between the URBAN RENEWAL AGENCY OF BOISE, IDAHO, also known as Capital City Development Corporation, an independent public body, corporate and politic, authorized under the authority of the Idaho Urban Renewal Law of 1965, as amended, chapter 20, title 50, Idaho Code, and the Local Economic Development Act, as amended and supplemented, chapter 29, title 50, Idaho Code, as a duly created and functioning urban renewal agency for Boise City, Idaho (“CCDC”), and Cook Property Management, LLC, an Idaho Limited Liability Company registered to do business in the State of Idaho (“Participant”). CCDC and Participant may be collectively referred to as the “Parties” and individually as a “Party.”

### RECITALS

A. The CCDC Board of Commissioners has adopted the Participation Program Policy which can assist private and public development projects with improvements that benefit the public and which are located in the public rights-of-way or a permanent public easement, called Eligible Expenses (“Eligible Expenses”).

B. Participant owns or controls certain real property addressed as 1711 North 31st Street, Boise, Idaho (the “Project Site”) which is more accurately depicted on attached **Exhibit A**.

C. The Participant is planning to redevelop the existing single-family property into three (3) small residential lots. Each 3,300 square foot lot will include a 1,800 square foot single family home with three (3) bedrooms, three-and-a-half (3.5) bathrooms, a detached two-car garage and a 400 to 500 square foot one-bedroom Accessory Dwelling Unit (ADU) atop the garage (the “Project”). The Project is more accurately depicted on attached **Exhibit B**. The Project is located in the State Street Urban Renewal District (“State Street”).

D. The Participant is requesting reimbursement to make public streetscape improvements along 31st Street, including new sidewalk, trees and landscaping, utility upgrades and alley asphalt paving. In addition, Participant will construct additional sidewalks to the south of the property, on the west side of 31st Street to connect to the current sidewalks at Bella Street. Making this connection will provide safer pedestrian routes to nearby public transit and businesses along State Street. Under the provisions of the State Street Plan (“Plan”), CCDC may enter into cooperative agreements to achieve the objectives of the urban renewal plan.

E. The Project meets the requirements of the Type 1 Participation Program and also promotes CCDC objectives by activation and redevelopment of deteriorating sites, advancing economic development, developing connectivity, promoting mobility and aligning with other redevelopment efforts in the area. The Public Improvements are depicted on attached **Exhibit C** and the Eligible Expenses are listed on attached **Exhibit D**.

G. CCDC deems it appropriate to assist the development of the Project to achieve the objectives set forth in the Plan and in accordance with CCDC's Participation Program Policy.

## **AGREEMENT**

NOW, THEREFORE, in consideration of the above recitals which are not mere recitations but are covenants of the Parties that are binding upon them and form a portion of the consideration for the agreements contained herein; the mutual covenants contained herein; and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

**1. Effective Date and Term.** The effective date of this Agreement ("Effective Date") shall be the date on which this Agreement was signed by the last of the Parties to execute it. The Agreement Term shall commence on the Effective Date and continue until either: 1.) all obligations of each Party are complete; or 2.) eighteen (18) months from the Effective Date, whichever comes first. At CCDC's sole discretion an extension to the Term may be granted for a period not to exceed 180 days.

**2. Construction of the Project.** Participant agrees to construct the Project consistent with the following:

- a. The Project shall be constructed in accordance with the overall City of Boise ("City") infrastructure plans, policies, and design standards and with the applicable portions of the Streetscape Standards adopted as part of the Plan.
- b. The Parties agree that the Project is depicted on **Exhibit B and Exhibit C**, with cost estimates for Eligible Expenses described in the Schedule of Eligible Expenses in **Exhibit D**. Any other public improvements that are constructed by the Participant as part of the improvements to the Project Site are not eligible for reimbursement pursuant to this Agreement. Additionally, CCDC's reimbursement obligation is limited to the amount set forth in Section 6 of this Agreement.

**3. Initial Construction Funding.** Participant shall pay for all of the costs of construction for the Project. CCDC acknowledges that the Schedule of Eligible Expenses attached as **Exhibit D** is an estimate by Contractor and that actual costs for the Project, as well as each line item of cost, may be more or less than shown.

**4. Notification of Completion; Inspection.** Upon completion of construction and the improvements being open to the public, Participant shall notify CCDC in writing and request a final construction inspection and/or a meeting with CCDC to determine if the Project meets the requirements of this Agreement. At CCDC's sole discretion, CCDC may require proof of completion, such as a Certificate of Occupancy, before providing written confirmation of compliance. CCDC shall provide Participant with written confirmation that the Project has been completed in compliance with this Agreement.

**5. Determining Actual Payment after Completion of Construction.** Participant shall provide appropriate documentation ("Cost Documentation") to CCDC that Participant has expended funds for Eligible Expenses in order to receive payment under the terms of this Agreement. Any Cost Documentation shall be submitted within thirty (30) days of Participant's notification to CCDC that construction of the Project is complete and shall include:

- a. Schedule of values that includes line items for the Project approved by CCDC for reimbursement so they are identifiable and separate from other line items ("Schedule of Values").
- b. Invoices from Participant's general contractor, subcontractor(s), and material suppliers for each type of eligible cost item (e.g. concrete, pavers, benches, historic street lights). Invoices shall specify quantities and unit costs of installed materials and a percentage estimate of how much installed material was used for the Project in comparison to the amount used for the remainder of improvements to the Project Site.
- c. Explanation of any significant deviation between the initial cost estimates in **Exhibit D** and the actual costs in the Cost Documentation as requested by CCDC.
- d. A signed and notarized letter by Participant attesting that all materials have been paid for, that all subcontractors have been paid, that no liens exist on the work performed, and that the Cost Documentation is complete whereupon payment by CCDC shall constitute full accord and satisfaction of all the Agreement obligations.
- e. Additional documentation or clarifications may be required and requested by CCDC.
- f. Recorded easements for any public improvement work done outside of the public rights of way.
- g. The Participant attests that all requested reimbursement expenses are for eligible public improvements within the public right-of-way.

CCDC shall have the right to review the Cost Documentation and to obtain independent verification that the quantities of work claimed, the unit costs, and the total costs for eligible costs are commercially reasonable and consistent with the cost estimates provided by Participant to CCDC prior to construction. In the event Participant fails to timely deliver the Cost Documentation, CCDC may, in its discretion, elect to terminate its payment obligations under this Agreement by providing Participant with written notice of such default. Participant shall have thirty (30) days from such written notice to cure the default. In the event Participant fails to cure such a default, CCDC's payment obligations under this Agreement may be terminated in CCDC's sole discretion.

Within thirty (30) calendar days of CCDC's receipt of the Cost Documentation, CCDC will notify Participant in writing of CCDC's acceptance or rejection of the Cost Documentation and CCDC's determination of the Actual Eligible Expenses to be reimbursed. CCDC shall, in its discretion, determine the Actual Eligible Expenses following its review of the Cost Documentation, verification of the commercial reasonableness of the costs and expenses contained in such Cost Documentation, and comparison of the amounts in the Cost Documentation to the amounts in **Exhibit D**. IN NO EVENT SHALL THE TOTAL FOR THE ACTUAL ELIGIBLE COSTS EXCEED THE AMOUNT ALLOWED BY SECTION 6.

If Participant disagrees with CCDC's calculation of the Actual Eligible Costs, Participant must respond to CCDC in writing within three (3) business days explaining why Participant believes CCDC's calculation was in error and providing any evidence to support any such contentions Participant wants CCDC to consider. CCDC shall respond to Participant within three (3) business days with a revised amount for the Actual Eligible Costs or notifying Participant



CCDC will not revise the initial amount calculated. At that point, the determination of the Actual Eligible Costs will be final. CCDC'S DETERMINATION OF THE ACTUAL ELIGIBLE COSTS IS WITHIN ITS SOLE DISCRETION.

**6. CCDC's Reimbursement Payment Amount.** In accordance with the Participation Program, CCDC agrees to reimburse Participant's Actual Eligible Expenses not to exceed **TWO HUNDRED THOUSAND DOLLARS** (\$200,000). The payment for this Type 1 Agreement will be made as a one-time reimbursement.

**7. Conditions Precedent to CCDC's Payment Obligation.** CCDC agrees to reimburse Participant in the amount as determined in compliance with Sections 2, 5 and 6 no later than thirty (30) days after completion of all of the following:

- a. Project construction is complete and meets the specifications as described in the Recitals section of this Agreement and as shown in Exhibit B.
- b. CCDC receives Cost Documentation as described in Section 5 in a format acceptable to CCDC.
- c. CCDC provides written confirmation to the Participant that the Project has been constructed in compliance with this Agreement.

Participant's failure to comply with all Agreement provisions shall be a basis for termination of CCDC's reimbursement obligation.

**8. Subordination of Reimbursement Obligations.** The Parties agree this Agreement does not provide Participant with a security interest in any CCDC revenues for the Urban Renewal District Area in which the Project is located or any other urban renewal plan area, including but not limited to revenue from any "Revenue Allocation Area" (as defined in Title 50, Chapter 29 of the Idaho Code) or any revenue from CCDC's parking garages. Notwithstanding anything to the contrary in this Agreement, the obligation of CCDC to make the payments as specified in this Agreement shall be subordinate to all other CCDC obligations that have committed or in the future commit available CCDC revenues, including but not limited to revenue from any Revenue Allocation Area or any revenue from CCDC's parking garages, and may be subject to consent and approval by CCDC lenders.

**9. Default.** Neither Party shall be deemed to be in default of this Agreement except upon the expiration of forty-five (45) days [ten (10) days in the event of failure to pay money] from receipt of written notice from the other Party specifying the particulars in which such Party has failed to perform its obligations under this Agreement unless such Party, prior to expiration of said 45-day period [ten (10) days in the event of failure to pay money], has rectified the particulars specified in said notice of default. In the event of a default, the nondefaulting Party may do the following:

- a. The nondefaulting Party may terminate this Agreement upon written notice to the defaulting Party and recover from the defaulting Party all direct damages incurred by the nondefaulting Party.
- b. The nondefaulting Party may seek specific performance of those elements of this Agreement which can be specifically performed and recover all damages incurred by the nondefaulting Party. The Parties declare it to be their intent that elements of

this Agreement requiring certain actions be taken for which there are not adequate legal remedies may be specifically enforced.

- c. The nondefaulting Party may perform or pay any obligation or encumbrance necessary to cure the default and offset the cost thereof from monies otherwise due the defaulting Party or recover said monies from the defaulting Party.
- d. The nondefaulting Party may pursue all other remedies available at law, it being the intent of the Parties that remedies be cumulative and liberally enforced so as to adequately and completely compensate the nondefaulting Party.
- e. In the event Participant defaults under this Agreement, CCDC (the nondefaulting Party) shall have the right to suspend or terminate its payment under this Agreement, as more specifically defined in this Agreement, for so long as the default continues and if not cured, CCDC's obligation for payment shall be deemed extinguished. In addition, if CCDC funds shall have been paid, Participant shall reimburse CCDC for any such funds Participant received.

**10. Captions and Headings.** The captions and headings in this Agreement are for reference only and shall not be deemed to define or limit the scope or intent of any of the terms, covenants, conditions, or agreements contained herein.

**11. No Joint Venture or Partnership.** CCDC and Participant agree that nothing contained in this Agreement or in any document executed in connection with this Agreement shall be construed as making CCDC and Participant a joint venture or partners. Participant must waive any vested interest rights granted by public utilities that would be paid by subsequent development, and provide documentation that the interest has been waived

**12. Successors and Assignment.** This Agreement is not assignable except that the Participant may assign Participant's rights or obligations under this Agreement to a third party only with the written approval of CCDC, at CCDC's sole discretion which cannot be reasonably denied.

**13. Notices and Receipt.** All notices given pursuant to this Agreement shall be in writing and shall be given by personal service, by United States mail, or by United States express mail or other established express delivery service (such as Federal Express) with postage or delivery charges prepaid and return receipt requested, or by electronic mail (e-mail) addressed to the appropriate Party at the address set forth below:

If to Participant:       Cook Property Management, LLC  
                                  Attn: Russell Cook, Member  
                                  5204 North Pierce Park Lane  
                                  Boise, Idaho 83714  
                                  208-901-2697  
                                  [rcook@cookbrosusa.com](mailto:rcook@cookbrosusa.com)

Participant's Registered Agent:   Cook Brothers Construction Inc.  
  5204 Pierce Park Lane  
  Boise, Idaho 83714

If to CCDC: John Brunelle, Executive Director  
Capital City Development Corporation  
121 N. 9th Street, Suite 501  
Boise, Idaho 83702  
208-384-4264  
[jbrunelle@ccdco Boise.com](mailto:jbrunelle@ccdco Boise.com)

**14. Applicable Law; Attorney Fees.** This Agreement shall be construed and enforced in accordance with the laws of the State of Idaho. Should any legal action be brought by either Party because of breach of this Agreement or to enforce any provision of this Agreement, the prevailing Party shall be entitled to reasonable attorney fees, court costs, and such other costs as may be found by the Court.

**15. Entire Agreement.** This Agreement constitutes the entire understanding and agreement of the Parties. Exhibits to this Agreement are as follows:

Exhibit A	Project Site Map
Exhibit B	Project Depiction
Exhibit C	Public Improvement Plans
Exhibit D	Schedule of Eligible Expenses

**16. Indemnification.** Participant shall indemnify, defend, and hold CCDC and its officers, agents, and employees harmless from and against all liabilities, obligations, damages, penalties, claims, costs, charges, and expenses, including reasonable architect and attorney fees (collectively referred to in this section as "Claim"), which may be imposed upon or incurred by or asserted against CCDC or its respective officers, agents, and employees relating to the construction or design of the Project or otherwise arising out of Participant's actions or inactions. In the event an action or proceeding is brought against CCDC or its respective officers, agents, and employees by reason of any such Claim, Participant, upon written notice from CCDC shall, at Participant's expense, resist or defend such action or proceeding. Notwithstanding the foregoing, Participant shall have no obligation to indemnify, defend, or hold CCDC and its respective officers, agents, and employees harmless from and against any matter to the extent it arises from the active negligence or willful act of CCDC or its respective officers, agents, or employees. The indemnification provisions set forth herein are intended to, and shall, survive the termination or completion of this Agreement.

**17. Antidiscrimination During Construction.** Participant, for itself and its successors and assigns, agrees that in the rehabilitation and/or construction of improvements on the Project Site provided for in this Agreement, the Participant and its agents will not discriminate against any person on the basis of race, color, religion, sex, sexual orientation, gender identity, gender expression, national origin or ancestry, marital status, age, or handicap.

**18. Maintenance.** Participant recognizes CCDC has no specific authority to accept maintenance responsibility of the Project or any improvements constructed by Participant and that no agreement has been reached with CCDC or City to accept any maintenance obligations for such improvements.

**19. Promotion of Project.** Participant agrees CCDC may promote the Project and CCDC's involvement with the Project. Such promotion includes reasonable signage at the Project Site notifying the public of CCDC's involvement with the Project.

**20. Anti-Boycott Against Israel Certification.** In accordance with Idaho Code Section 67-2346, Participant, by entering into this Agreement, hereby certifies that it is not currently engaged in, or for the duration of this Agreement will not engage in, a boycott of goods or services from the State of Israel or territories under its control.

**21. Certification Regarding Government of China.** In accordance with Idaho Code Section 67-2359, if applicable, Participant, by entering into this Agreement, hereby certifies that it is not currently owned or operated by the government of China and will not, for the duration of the Agreement, be owned or operated by the government of China.

**22. Prohibition on Contracts with Companies Boycotting Certain Sectors.** In accordance with Idaho Code Section 67-2347A, Participant by entering into this Agreement, hereby certifies that it is not currently engaged in, and will not for the duration of the contract engage in, a boycott of any individual or company because the individual or company: (a) engages in or supports the exploration, production, utilization, transportation, sale, or manufacture of fossil fuel-based energy, timber, minerals, hydroelectric power, nuclear energy, or agriculture; or (b) Engages in or supports the manufacture, distribution, sale, or use of firearms, as defined in section 18-3302(2)(d), Idaho Code. This section applies only to a contract that is between a public entity and a company with ten (10) or more full-time employees and has a value of One Hundred Thousand Dollars (\$100,000) or more that is to be paid wholly or partly from public funds of the public entity.

End of Agreement | *Signatures appear on the following page.*

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement with an Effective Date as of the last date written below.

**CCDC:**

The Urban Renewal Agency of Boise City, Idaho,  
a public body, corporate and politic

\_\_\_\_\_  
John Brunelle, Executive Director

Date: \_\_\_\_\_

**PARTICIPANT:**

Cook Property Management, LLC  
An Idaho Limited Liability Company

By:   
\_\_\_\_\_  
Russell Cook, Member

Date: 9-11-25

**Exhibits**

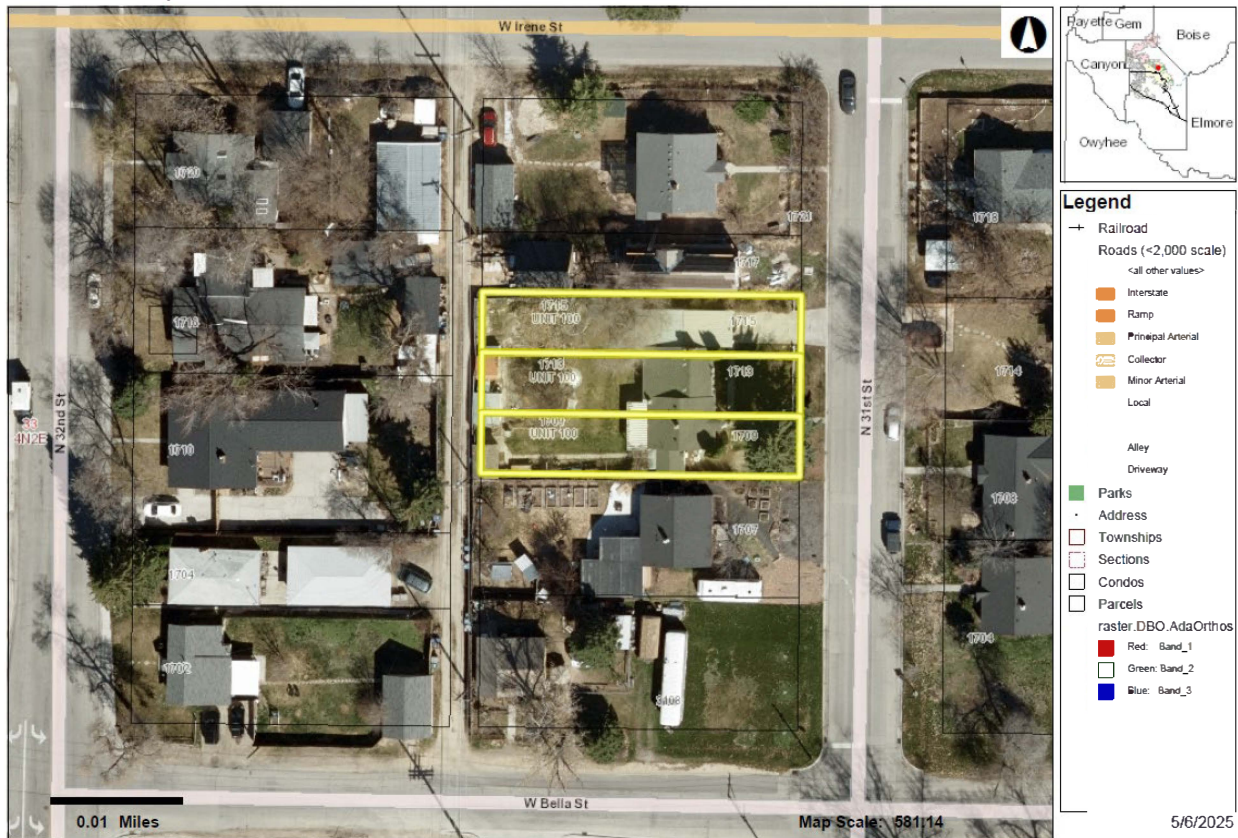
- A: Project Site Map
- B: Project Depiction (renderings)
- C: Public Improvement Plans
- D: Schedule of Eligible Expenses

Budget Info / For CCDC Office Use	
Fund/District	307
Account	6251
Activity Code	26017
PO#	260003

# Exhibit A: Project Site Map

## Ada County Assessor

This map is a user generated static output from an Internet mapping site and is for general reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. THIS MAP IS NOT TO BE USED FOR NAVIGATION OR LEGAL PURPOSES.

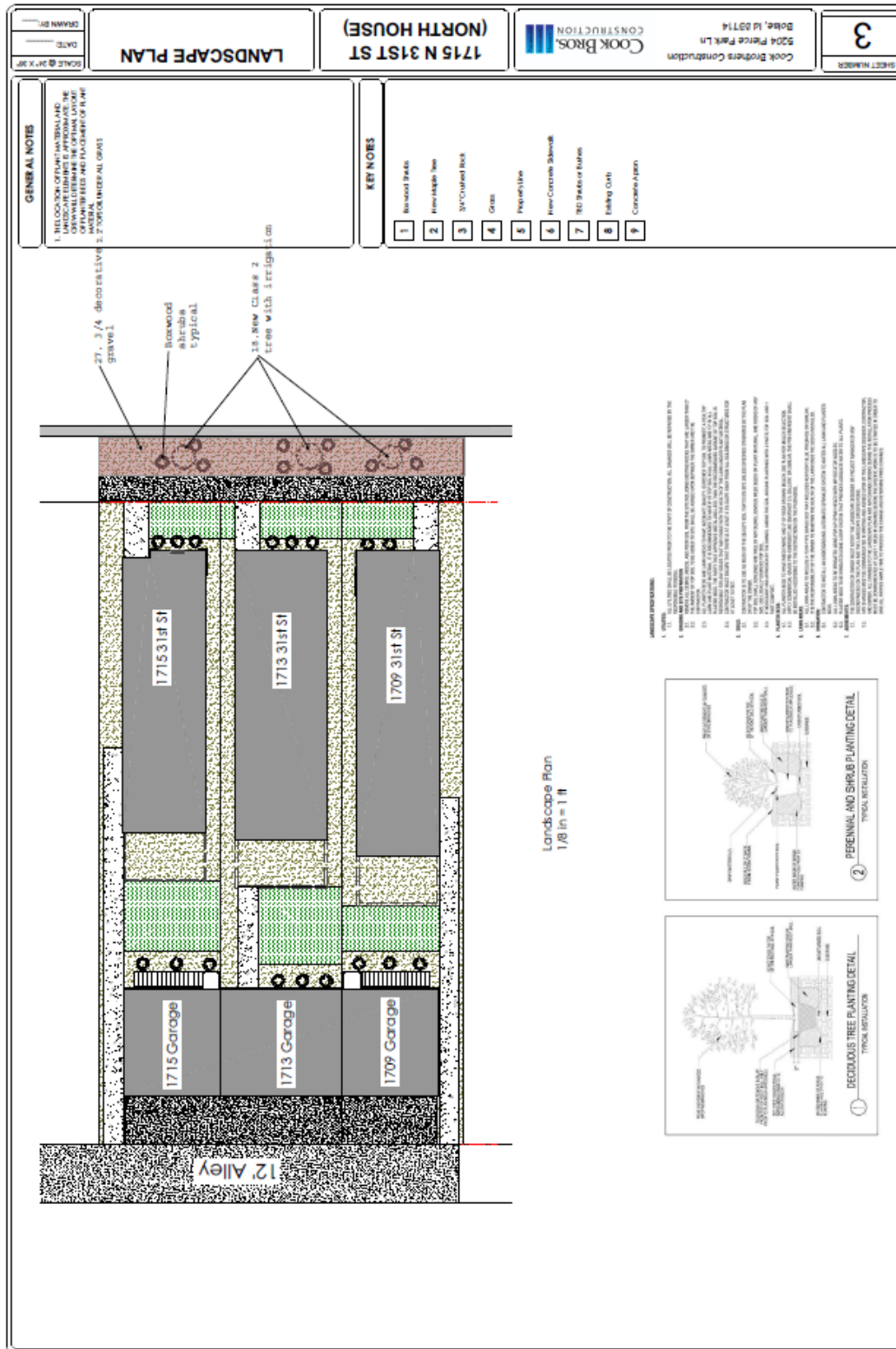




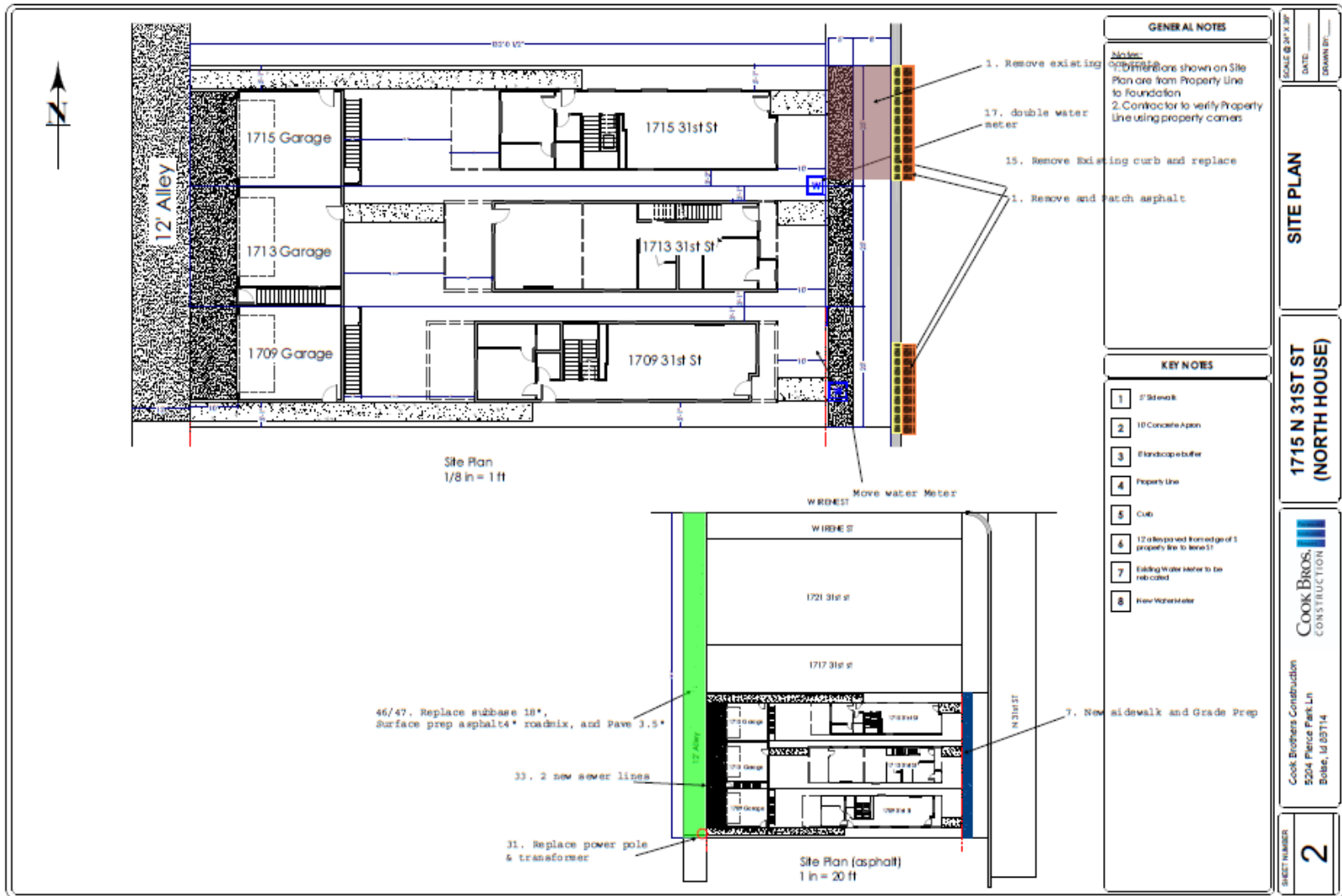
## Exhibit B: Project Depiction – Renderings












## Exhibit C: Public Improvement Plan







[illegible]

-  seepage bed
-  sidewalk
-  curb and gutter
-  alley pave
-  water line remove and relocate
-  Sewer Line replace
-  Power Pole Replace
-  Curb and Gutter remove and replace
-  New Tree

## Exhibit D: Eligible Expenses

CCDC Participation Program					
Type 1 Eligible Expenses Application Form					
Actual Eligible Costs To Be Determined by CCDC					
1711 31st Street		Plan Date:		By: Rusty Cook 9/5/2025	
ALL SCOPE MUST BE 1) LOCATED ON PUBLIC IMPROVEMENT PERMIT AND 2) IN THE PUBLIC RIGHT OF WAY					
#	ITEM DESCRIPTION	UNIT (SF, LF, etc.)	UNIT PRICE (In \$)	QUANTITY	TOTAL COST
<b>SITE PREPARATION: DIVISIONS 2 and 31</b>					
1	Surface demolition	ls	5,844	1	5,844
2	asphalt patch	ls	4,000	1	4,000
<b>SIDEWALK WORK: DIVISION 32</b>					
3	Scored concrete sidewalk	ls	18,205	1	18,205
4	Pedestrian Ramps	ls	15,000	1	15,000
<b>OTHER: DIVISION 32</b>					
11	Vertical curb and gutter (6")	ls	16,740	1	16,740
12	Seepage bed	ls	19,000	1	19,000
13	catch basin	ls	2,000	1	2,000
14	Water meter	ls	3,063	1	3,063
15	Traffic control	ls	2,500	1	2,500
<b>SITUATIONAL FURNISHINGS: DIVISION 32</b>					
16	Street trees	ea	12	750	9,000
<b>OTHER:</b>					
25	Landscape and irrigation	ls	22,600	1	22,600
<b>Total Streetscape Costs:</b>					117,952
<b>INFRASTRUCTURE &amp; UTILITIES: (In right-of-way)</b>					
		UNIT	UNIT PRICE	QUANTITY	TOTAL COST
<b>UTILITIES: DIVISION 33</b>					
31	Power line (new/relocation/extension)	ea	1	12,020	12,020
32	Water line (cap waterline that is in the sidewalk and relocate)	ea	1	9,088	9,088
33	Sewer line (new/relocation/extension)	ea	3	6,270	18,810
<b>ALLEY:</b>					
46	Alley sub-base and prep	ls	4,000	1	4,000
47	Asphalt paving	sf	7,106	1	7,106
<b>OTHER:</b>					
51	Soft Costs - Design & Engineering	ls	22,500	1	22,500
<b>Total Infrastructure &amp; Utilities Costs:</b>					73,524
<b>SUBTOTAL ELIGIBLE COSTS:</b>					191,476
5% General Conditions (limit per program policy)					9,574
<b>TOTAL ELIGIBLE COSTS:</b>					201,050
<b>TYPE ONE NOT-TO-EXCEED AMOUNT</b>					200,000
<b>Important Note:</b> Each program where eligible costs are identified will only pay for those approved expenses not otherwise paid for by another public entity.					



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# **V. ACTION ITEMS**



## AGENDA BILL

<b>Agenda Subject:</b> Consider Resolution 1946: 1010 W. Jefferson Street Commercial Space and Public Parking Facility. Letter of Intent with The Young Men’s Christian Association of Boise City, Idaho		<b>Date:</b> September 22, 2025
<b>Staff Contact:</b> Alexandra Monjar, Senior Project Manager	<b>Attachments:</b> A. Resolution 1946 B. Letter of Intent	
<b>Action Requested:</b> Adopt Resolution 1946 approving and authorizing the Executive Director’s execution of the Letter of Intent with The Young Men’s Christian Association of Boise City, Idaho as part of the 1010 W. Jefferson Street Commercial Space and Public Parking Facility.		

### Background:

The 1010 W. Jefferson Street Commercial Space and Public Parking Facility ("1010 Project") advances the goals of the Westside Urban Renewal District by developing a mixed-use public parking facility that will serve existing and future businesses and the surrounding community. The Agency is developing this project to catalyze development of nearby underutilized property while creating a welcoming, lasting community asset. The project's design emphasizes safety, comfort, accessibility, sustainability, and activation of adjacent streets to reflect Boise's identity, expand mobility options and fosters connection for all who live, work and visit downtown.

The 6.5-story structure will provide approximately 425 parking stalls, with electric vehicle ("EV") charging available at 1% of total stalls upon completion and utility capacity to upgrade to EV charging available at 20% of stalls in the future. The ground floor includes approximately 22,000 square feet of active commercial space including a public, secure bicycle storage facility. The project is anchored by a public plaza adjacent to 11th Street that includes retail patio space, family amenities and guides pedestrians to the commercial space entrances and feature stair tower of the public parking garage. The commercial space will be sub-divided into multiple condominiums for disposition, including an approximately 12,070 square-foot early education center condominium intended for disposition to The Young Men's Christian Association of Boise City, Idaho ("YMCA").

### Disposition of the Early Education Center Condominium to the YMCA:

Prior to CCDC's efforts to develop the 1010 Project, the real property at 1010 W. Jefferson Street was subject to the Block 68 South Mixed-Use Housing & Mobility Hub Project Disposition and Development Agreement between CCDC and Block 68 Development LLC ("Block 68S DDA"). Block 68 Development LLC's development plans included an early education center condominium intended for disposition to the YMCA as described their Reservation Agreement (YMCA – Child Development Center) dated approximately April 30, 2024 (the "Reservation Agreement").

CCDC and Block 68 Development LLC entered a Mutual Termination and Release of the Block 68S DDA on November 12, 2024. Pursuant to this termination, CCDC and Block 68 Development LLC entered the Assignment and Assumption of Reservation Agreement (YMCA) on January 7, 2025 (the "Assumption Agreement"), by which CCDC assumed the terms, covenants and conditions of the original Reservation Agreement. The Reservation Agreement is based on a Letter of Intent for disposition of the condominium to the YMCA.

Following the Block 68S DDA termination, CCDC began work on the 1010 Project. In accordance with the Westside District goals and the Assumption Agreement, the Agency incorporated plans for the early education center condominium within this new project. As design progressed, CCDC and YMCA negotiated an amended and restated Letter of Intent to reflect the facts and conditions of the 1010 Project and to revise certain disposition terms. This updated Letter of Intent includes:

- Accurate parties for the future Purchase and Sale Agreement (YMCA and CCDC),
- Revised condominium description consistent with the 1010 Project schematic design,
- Updated exclusivity period,
- Deadline for amending and restating the Reservation Agreement,
- Clarified cost allocation method for determining disposition price, consistent with original terms of the Reservation Agreement and subject to further negotiation, and
- Good faith intentions for negotiating future agreements to facilitate the transaction.

**Timeline:**

Upon approval of the Letter of Intent, CCDC and YMCA will commence negotiation of an Amended and Restated Reservation Agreement to be executed on or before February 9, 2026. The parties will ultimately enter into a Purchase and Sale Agreement for disposition of the condominium following recordation of the 1010 Project's final condominium plat. An additional interim agreement may be executed between these two primary agreements to facilitate YMCA's progress payments for, or early access to, the condominium.

**Fiscal Notes:**

The Letter of Intent describes a cost allocation method for determining the condominium price, not to exceed FOUR MILLION FOUR HUNDRED THOUSAND DOLLARS (\$4,400,000). Closing will follow recordation of the final plat, anticipated in Fall 2027, at which time CCDC will receive the full purchase price.

**Staff Recommendation:**

Adopt Resolution 1946 approving and authorizing execution of the Letter of Intent with The Young Men's Christian Association of Boise City, Idaho.

**Suggested Motion:**

I move to adopt Resolution 1946 approving and authorizing the Executive Director's execution of the Letter of Intent with The Young Men's Christian Association of Boise City, Idaho.

## **RESOLUTION NO. 1946**

BY THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY OF BOISE CITY, IDAHO:

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY OF BOISE CITY, IDAHO, AUTHORIZING THE EXECUTION AND DELIVERY OF A NON-BINDING LETTER OF INTENT BY AND BETWEEN THE AGENCY AND THE YOUNG MEN'S CHRISTIAN ASSOCIATION OF BOISE CITY, IDAHO, FOR THE PURPOSE OF SUMMARIZING THE MATERIAL TERMS PROPOSED FOR DEFINITIVE FUTURE AGREEMENTS DOCUMENTING THE PURCHASE AND SALE OF A CONDOMINIUM UNIT IN THE 1010 WEST JEFFERSON STREET COMMERCIAL SPACE AND PUBLIC PARKING FACILITY; AUTHORIZING THE CHAIR, VICE-CHAIR, OR EXECUTIVE DIRECTOR AND SECRETARY, RESPECTIVELY, TO EXECUTE THE LETTER OF INTENT; AUTHORIZING ANY TECHNICAL CORRECTIONS TO THE LETTER OF INTENT; AND PROVIDING AN EFFECTIVE DATE.

THIS RESOLUTION, made on the date hereinafter set forth by the Urban Renewal Agency of Boise City, Idaho, also known as Capital City Development Corporation, an independent public body, corporate and politic, authorized under the authority of the Idaho Urban Renewal Law of 1965, as amended, Chapter 20, Title 50, Idaho Code, and the Local Economic Development Act, as amended, Chapter 29, Title 50, Idaho Code (collectively, the "Urban Renewal Law"), a duly created and functioning urban renewal agency, hereinafter referred to as the "Agency."

WHEREAS, the City Council of the City of Boise City, Idaho (the "City"), after notice duly published, conducted a public hearing on the Urban Renewal Plan Westside Downtown Urban Renewal Project (the "Westside Plan"), and following said public hearing, the City adopted its Ordinance No. 6108 on December 4, 2001, approving the Westside Plan, establishing the Westside Plan revenue allocation area (the "Westside Project Area") and making certain findings; and,

WHEREAS, the City, after notice duly published, conducted a public hearing on the First Amendment to the Urban Renewal Plan Westside Downtown Urban Renewal Project ("First Amendment to the Westside Plan"); and,

WHEREAS, following said public hearing, the City adopted its Ordinance 45-20 on December 1, 2020, approving the First Amendment to the Westside Plan, and annexing two (2) geographical areas adjacent and contiguous to the northern boundary of the existing Westside Project Area into the Westside Project Area and making certain findings; and,

WHEREAS, the Westside Project Area, as amended, is referred to herein as the "Project Area"; and,

WHEREAS, in order to achieve the objectives of the Westside Plan, the Agency is authorized to acquire real property for the revitalization of areas within the Project Area; and,



WHEREAS, the Agency owns certain real property in the Project Area addressed as 1010 West Jefferson Street, Boise, Idaho, 83702 (the "Property"); and,

WHEREAS, in connection with the Block 68 South Mixed-Use Housing & Mobility Hub Project (the "Block 68 Project") and the mutual termination of the Amended and Restated Block 68 South DDA, pursuant to the Assignment and Assumption of Reservation Agreement, dated January 7, 2025, the Agency obtained an assignment of developer's right, title, interest, obligations and liabilities in and to that certain Reservation Agreement, dated approximately April 30, 2024 (the "Reservation Agreement"), by and between the Block 68 Project developer and The Young Men's Christian Association d/b/a The Treasure Valley Family YMCA ("YMCA"). The Reservation Agreement contemplated YMCA purchase of a first-floor condominium of approximately 12,000 square feet delivered as a cold dark shell for development of an early education center with a purchase price based on the applicable proportionate actual cost to construct the condominium, plus 20%, but not to exceed \$4,400,000; and

WHEREAS, following the mutual termination of the Block 68 Project, and recognizing the Agency's goals in the Project Area, the Agency is working to design, engineer and construct the 1010 West Jefferson Street Commercial Space and Public Parking Facility (the "Project"), which will be a multi-story, mixed-use building and parking facility located on the Property. It will include an approximately 427-stall +/- public parking garage, a secure public bicycle parking facility, and ground floor commercial space, and associated public improvements; and

WHEREAS, consistent with the terms of the original Reservation Agreement, the ground floor commercial condominium will include an approximately 12,070 square foot condominium sub-unit for use as an early education center, including 2,000 square feet of outdoor play area and a 70 square foot trash enclosure (the "Condo"); and

WHEREAS, Agency wishes to enter into a Letter of Intent (the "LOI") with YMCA regarding the purchase of the Condo; and

WHEREAS, the Agency Board finds it in the best interest of the Agency and the public to enter into the LOI and to authorize the Agency Executive Director to execute the LOI subject to the conditions set forth below.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY OF BOISE CITY, IDAHO, AS FOLLOWS:

Section 1: That the above statements are true and correct.

Section 2: That the LOI, a copy of which is attached hereto as EXHIBIT A and incorporated herein by reference, be and the same hereby is approved.

Section 3: That the Agency Executive Director is hereby authorized to sign and enter into the LOI, and to execute all necessary documents required to implement the actions contemplated by the LOI, subject to representations by the Agency staff and the Agency legal counsel that any conditions precedent to such actions have been met; and further, any necessary technical changes to the LOI or other documents are acceptable, upon advice from the Agency's legal counsel that said changes are consistent with the provisions of the LOI and the comments and discussions received at the September 22, 2025, Agency Board meeting; and further, the Agency is authorized to perform any and all other duties required pursuant to said LOI.

Section 4: That this Resolution shall be in full force and effect immediately upon its adoption and approval.

PASSED AND ADOPTED by the Urban Renewal Agency of Boise City, Idaho, on September 22, 2025. Signed by the Chair of the Agency Board of Commissioners and attested by the Secretary to the Agency Board of Commissioners on September 22, 2025.

URBAN RENEWAL AGENCY OF BOISE CITY

By: \_\_\_\_\_  
Latonia Haney Keith, Chair

ATTEST:

By: \_\_\_\_\_  
Joey Chen, Secretary Pro Tem  
4933-0294-7944, v. 1



September 12, 2025

The Treasure Valley Family YMCA  
Attn: David Duro  
Email: David.duro@ymcatvidaho.org

Dear David:

This non-binding Letter of Intent ("Letter of Intent") by and between The Urban Renewal Agency of Boise City, Idaho, also known as Capital City Development Corporation ("CCDC") and The Young Men's Christian Association of Boise City, Idaho, an Idaho nonprofit corporation doing business as The Treasure Valley Family YMCA (the "YMCA") is to summarize some of the material terms proposed for definitive future agreements documenting the purchase of the Condo (defined below). In addition to the following deal specific terms and conditions, the Purchase and Sale Agreement will contain representations, warranties, covenants, conditions and indemnification provisions customary in transactions of this type. The proposed terms and conditions for the purchase and sale of the Property as described below are as follows:

This Letter of Intent is effective from the date this letter is executed by both parties (the "Effective Date" until February 9, 2026, the date the parties anticipate entering into an Amended and Restated Reservation Agreement, unless extended by mutual written agreement of the parties (the "Term").

The parties recognize that the proposed terms of the transaction are non-binding and will require further documentation and approvals, including the preparation and approval of the Amended and Restated Reservation Agreement, the Purchase and Sale Agreement and any interim agreements. Nevertheless, CCDC and YMCA execute this Letter of Intent to evidence their intention to proceed in mutual good faith to complete work required to negotiate terms of the Amended and Restated Reservation Agreement, the Purchase and Sale Agreement and any interim agreements that are consistent with this Letter of Intent. CCDC and YMCA shall each bear their respective expenses relating to the proposed transaction to reach the mutually acceptable Purchase and Sale Agreement and development of the Condo (defined below). CCDC and YMCA shall not be contractually bound unless and until they enter into a formal, written Purchase and Sale Agreement, or other binding agreement, and neither CCDC nor YMCA may rely on this Letter of Intent as creating any legal obligation of any kind, with the exception of creating the Exclusivity Period as set forth below.

Upon acceptance of this Letter of Intent by YMCA, the parties will use their best efforts to exclusively negotiate an Amended and Restated Reservation Agreement by February 9, 2026



("Exclusivity Period"). In consideration of, among other things, execution of this Letter of Intent and the parties' expected expenditure of time, effort, and expense in preparation of transaction documents, the parties agree that, during the Exclusivity Period, CCDC shall not enter into a purchase agreement, option agreement, or other similar agreement with a third party to sell the Condo.

#### PROJECT AND BACKGROUND:

In connection with the Block 68 South Mixed-Use Housing & Mobility Hub Project (the "Block 68 Project") and the mutual termination of the Amended and Restated Block 68 South DDA, pursuant to the Assignment and Assumption of Reservation Agreement (YMCA), dated January 7, 2025, CCDC obtained an assignment of developer's right, title, interest, obligations and liabilities in and to that certain Reservation Agreement (YMCA-Child Development Center), dated approximately April 30, 2024, by and between the prior developer and the YMCA (the "Reservation Agreement"). The Reservation Agreement contemplated YMCA purchase of a first floor condominium of approximately 12,000 square feet delivered as a cold dark shell for development of a child development center with a purchase price based on the applicable proportionate actual cost to construct the condominium, plus 20%, but not to exceed \$4,400,000.

Following the mutual termination of the Block 68 Project, and recognizing CCDC's goals in the Westside Urban Renewal District, CCDC is working to design, engineer and construct the 1010 West Jefferson Street Commercial Space and Public Parking Facility ("Project"), which will be a multi-story, mixed-use building and parking facility located at 1010 West Jefferson Street in downtown Boise, Idaho. It will include an approximately 427-stall +/- public parking garage, a secure public bicycle parking facility, and ground floor commercial space, and associated public improvements.

Consistent with the terms of the original Reservation Agreement, the ground floor commercial condominium will include an approximately 12,070 square foot condominium sub-unit for use as an early education center, including 2,000 square feet of outdoor play area and a 70 square foot trash enclosure (the "Condo"). Intended uses for other commercial sub-units are unknown at this time but may include food and beverage service, including sales of alcohol for consumption on premise.

#### BUYER:

The Young Men's Christian Association of Boise City, Idaho, an Idaho nonprofit corporation doing business as The Treasure Valley Family YMCA ("YMCA")

#### SELLER:

The Urban Renewal Agency of Boise City, Idaho, also known as Capital City Development Corporation ("CCDC")



#### CONDO:

Approximately 12,070 square feet of the Project, fronting Jefferson Street, as shown on the attached floor plan (see "Attachment A"). Condo means the space as measured using BOMA standards applications of measurement that will be more accurately outlined in the condo documents. Condo will include an approximately 2,000 square foot outdoor area fronting Jefferson Street and an approximately 70 square foot outdoor trash enclosure fronting the alley. Both such areas underneath the building footprint will be for Buyer's exclusive use.

The Condo will be provided to Buyer as a cold dark shell without slab on grade. All utilities will be stubbed to the demising wall of Condo. The trash enclosure will include a fence and swing gate on the alley side.

Subject to governmental requirements and design guidelines for signage to be established for all ground floor users by Seller, the YMCA will be entitled to signage at the Project as follows: "[YMCA logo] The Kissler Family Early Education Center".

#### RESERVATION AGREEMENT:

Parties agree to amend and restate the Reservation Agreement subject to the Assignment and Assumption of Reservation Agreement (YMCA) effective January 7, 2025, or no later than February 9, 2026. The Amended and Restated Reservation Agreement will define the terms to enter into a Purchase and Sale Agreement upon completion of the plat and any government required documents associated with the Project.

#### PURCHASE PRICE:

The Purchase Price shall be the allocated Development Cost of the Condo. The Development Costs to be allocated are set forth on Exhibit B, attached hereto. The Condo will not exceed \$4,400,000 with the final purchase price to be determined in accordance with the Amended and Restated Reservation Agreement and Purchase and Sale Agreement

#### BUYER BUILDOUT:

Buyer will be responsible for performing interior buildout of Condo and finishing of the outdoor play area including fencing. Buyer will obtain Seller's approval for fencing design and material. Seller agrees to coordinate with Buyer regarding design and construction of such buildout, which may occur during construction of the Project, and prior to closing under the Purchase and Sale Agreement, subject to an early entry agreement.

#### METHOD FOR COST ALLOCATION:

The Condo Purchase Price will be calculated using the ratio of the gross square foot area of the Condo divided by the overall structure's gross square foot area. The ratio will be applied to costs as described on Exhibit B for predevelopment, architectural and permitting



(including fees), builder's risk insurance policy, and contractor costs. Buyer will have the right to review and approve all supporting documentation and cost allocations associated with the Purchase Price.

#### PAYMENT FOR PURCHASE AND AGREEMENT REGIME:

Buyer and Seller agree payment for the Condo may be made in multiple installments over the course of the construction of the Project. Buyer and Seller agree to negotiate in good faith to determine specific payment terms to include in the future Amended and Restated Reservation Agreement.

Buyer and Seller agree that another intermediate agreement, such as a predevelopment agreement, option agreement purchasing rights to purchase the Condo, or cost share contract, may be used to facilitate Buyer's payments to Seller made during construction and prior to the execution of a final Purchase and Sale Agreement. Such agreement may also define performance requirements required of Seller by Buyer. Buyer and Seller agree to execute any such agreement within 90 days of executing the Amended and Restated Reservation Agreement.

Buyer and Seller agree to execute a Purchase and Sale Agreement ("PSA") upon recordation of the plat creating the Condo. The PSA will be included to form in the Amended and Restated Reservation Agreement or any intermediate agreement.

Seller will supply the purchase and sale documents and any other intermediate agreement documents for the Buyer's review upon execution of the Amended and Restated Reservation Agreement.

The process described above is summarized with planned construction milestones in the following table.

<b>Agreement or Milestone</b>	<b>Date</b>
Amended and Restated Reservation Agreement	February 9, 2026
Predevelopment Agreement or Option Agreement (if necessary)	Within 90 days of Amended and Restated Reservation Agreement
GMP/Construction Start	Summer 2026
Progress Payments	During construction
Recordation of condominium plat	As soon as possible during construction
Purchase and Sale Agreement	Upon recordation of the plat creating the Condo
Closing	Within 15 days of execution of the PSA
The Project construction complete by Seller (Buyer buildout of The Condo may continue)	Fall 2027



#### DEPOSIT:

Within five (5) days of the effective date of the Amended and Restated Reservation Agreement, Buyer will deposit \$1,050,200 with the Seller (the "Deposit") for the right to purchase the Condo. The Deposit shall be refundable to the Buyer or applicable to the Purchase Price in accordance with the terms and conditions contained in the Purchase and Sale Agreement. This deposit is tied to federal grant funding and will be refunded to the Buyer if, for any reason, the Condo is not constructed per this and subsequent agreements between Buyer and Seller to ensure grant compliance. The Buyer intends to purchase the remainder of the space over the course of the construction project.

#### ESCROW AGENT:

To be mutually selected by the Parties as part of the Purchase and Sale Agreement.

#### NEGOTIATION PERIOD:

Buyer and Seller will use their best efforts to complete all necessary negotiations and studies to execute an Amended and Restated Reservation Agreement by February 9, 2026.

#### CLOSING:

Closing for the Condo shall occur upon a date as outlined in the Purchase and Sale Agreement but no later than fifteen (15) days after recordation of the plat creating the Condo.

#### CONDITIONS FOR CLOSING:

Buyer and Seller will include terms in the Amended and Restated Reservation Agreement and/or the Purchase and Sale Agreement that outline requirements for: Deliveries, Financial Requirements, No Defaults, Final Plat Recordation, Insurance, Title Policy, Completion of Work, and others as needed by Parties.

#### CLOSING COSTS:

All commercially reasonable closing costs will be shared equally between Parties.

#### CONDO AGREEMENT:

Parties agree to work on a mutually agreeable condominium association agreement. Buyer acknowledges the other condominium users may desire to sell alcoholic beverages for consumption on premises and the right to sell alcoholic beverages for consumption will be included in the Covenants, Conditions and Restrictions. Buyer agrees to provide written, or other, consent to Seller or other such condominium users as necessary to enable sales of alcoholic beverages.





**BROKERAGE COMMISSIONS:**

Seller and Buyer are not currently represented by a real estate agent or consultant and shall not be liable for any real estate commission or brokerage fees. To the extent Seller or Buyer will engage any broker, agency, or finder in connection with the proposed transaction, each party agrees to pay their own costs. Buyer agrees to hold Seller harmless from any claim by any broker, agent, or finder retained by Buyer, and Seller agrees to hold Buyer harmless from any claim of any broker, agent, or finder retained by Seller.

IN WITNESS WHEREOF, the parties have executed this Letter of Intent as of the Effective Date.

CCDC:

CAPITAL CITY DEVELOPMENT CORPORATION

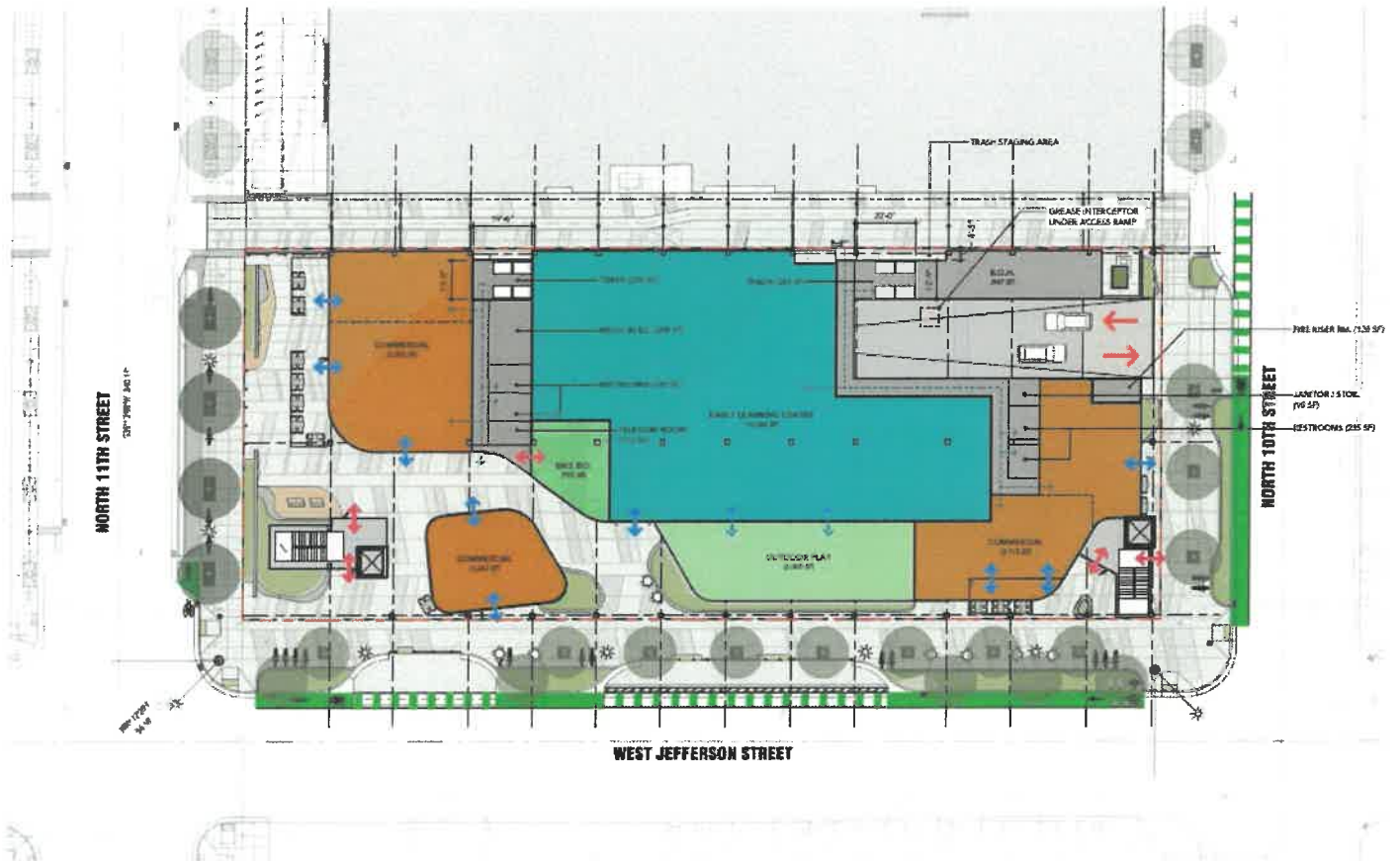
By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

YMCA

The Young Men's Christian Association of Boise City, Idaho, an Idaho nonprofit corporation doing business as The Treasure Valley Family YMCA

By: *David J. Duro*  
Name: DAVID DURO  
Its: PRESIDENT & CEO  
Date: 9/12/2025







## **Exhibit B**

### **Development Costs to be allocated to the Condo**

- Project Design Costs – architectural, engineering and other professional services
- Permitting and other fees
- Utility expenses only specific to the Condo and its common areas
- Guaranteed Maximum Price, e.g., hard and soft construction costs
- Insurance expenses during construction
- Wayfinding and signage

### **Excluded items**

- Parking studies
- Costs to finish the parking structure beyond cold, dark shell condition, such as FF&E costs
- Legal expenses
- CCDC Personnel expenses
- Land value/cost
- Seller's broker fees, if any



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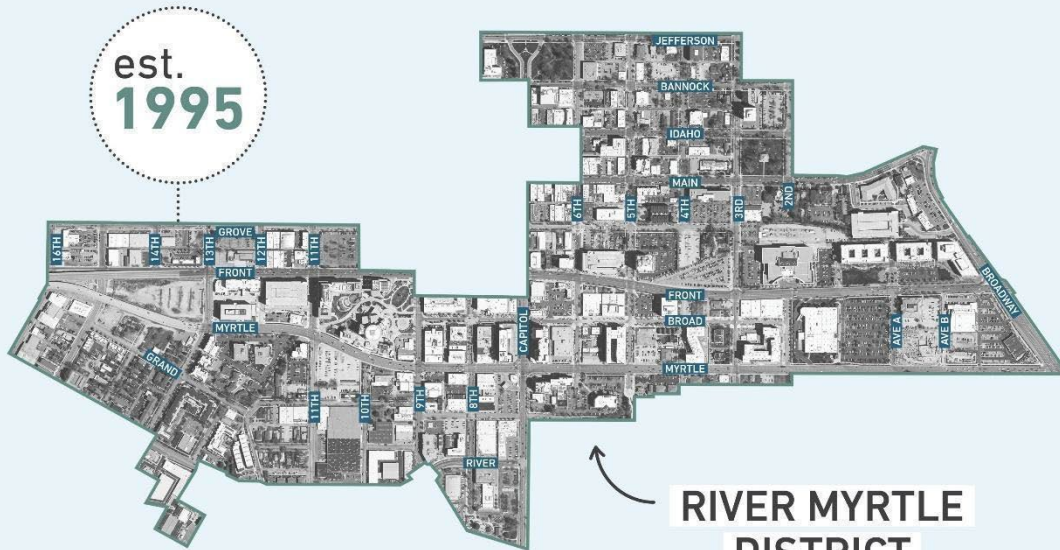
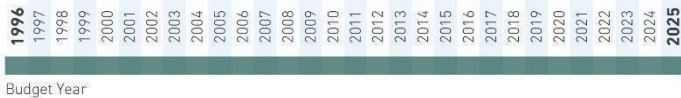


DATE: September 22, 2025  
TO: Latonia Haney Keith, Chair  
Board of Commissioners  
FM: John Brunelle, Executive Director  
RE: CCDC Monthly Report

## RIVER MYRTLE - OLD BOISE DISTRICT



303 ACRES



DISTRICT MAP



## Economic Development

### 1201 W. Grove St. - The Broadstone Saratoga - PP Type 4:

A 334-unit, mixed-use development with 377 parking spaces and ground-floor retail. With \$100 million in total development costs, the Agency expects to reimburse \$1.9 million for alley improvements, streetscapes, and utility work. The project coordinates overlapping public improvements with the Rebuild Linen Blocks on Grove Street capital project between 12th and 13th Streets. The Board approved the Type 4 Capital Improvement Project Coordination participation agreement in June 2023. Construction of the project was complete at the beginning of September. *Project Lead: Corrie Brending*

**705 S. 8th St. - South 8th Street and Greenbelt Site Improvements - PP Type 4:** A partnership with the City of Boise to assist with Greenbelt realignment, public right-of-way improvements, and upgrades to optimize connectivity, circulation, and safety adjacent the Greenbelt. The Board designated the project on August 14, 2023, and approved the final Type 4 agreement on July 16, 2024. Construction of the eligible public improvements are underway. The Board approved an amendment in May to increase the reimbursement obligation and adjust the schedule milestones and term of the agreement. *Project Lead: Amy Fimbel*

## Infrastructure

### **River Myrtle - Old Boise Closeout Inventory and Analysis:**

This project identified locations where streetscape infrastructure repairs or upgrades are needed to address minor deficiencies, deterioration, or hazards within the streetscapes of existing rights-of-way. CCDC contracted with Stack Rock Group to perform the district-wide assessment of current conditions and identify locations needing improvements. Sites identified through this effort will be prioritized to inform the programming of closeout project work prior to RMOB sunset as schedule and budget permit. *Project Lead: Zach Piepmeyer*

**3rd Street Streetscape Improvements – Front Street to Jefferson Street:** This project will make streetscape improvements and road intersection adjustments to 3rd Street and Main Street to improve the safety and functionality of the rights-of-way for pedestrians, cyclists, and vehicles. The design will be coordinated with ACHD's Bannock Street Neighborhood Bikeway project. Jensen Belts Associates was selected through a competitive RFQ process and is under contract to provide a topographic survey, schematic design, design review approval, construction documents, and construction administration. The project received City of Boise Design Review approval in March 2024, and the design team has completed construction documents and permitting. Guho Corp. has been contracted with for pre-construction and construction services. Construction began in December 2024 and will be complete in September 2025. Rebuilding of 3rd Street between Grove and Idaho Streets, including a raised intersection at Grove Street and urban streetscape elements, is complete and reopened for pedestrian and vehicular traffic. Work is now focused on 3rd Street north of Idaho Street to Jefferson Street. *Project Lead: Toby Norton*

**Capitol Boulevard Streetscape Improvements, Boise River to Myrtle Street:** This project includes streetscape improvements designed to improve safety and accessibility, featuring a pedestrian crossing at Fulton Street, the replacement of existing non-compliant facilities with ADA compliant ones and the overall reconstruction of streetscapes that meet the City of Boise's Streetscape Standards. These improvements will advance the safety and functionality of the right-of-way for pedestrians, cyclists, and vehicles. The Land Group serves as Design Professional and Guho Corp. as the approved CM/GC. Construction crews have transitioned to the east side of the roadway, to complete the replacement of the geothermal line and continued construction of the bioretention basins and protected bike lane. The reconstruction of the Ris anticipated Intersection is complete, and is open to both vehicle, and pedestrian traffic with completion of

## PARTICIPATION PROGRAM

**Type 1:** One-time assistance. Reimbursements up to \$200k for eligible expenses. Developer-matched.

**Type 2:** General assistance. Reimbursed by project-generated tax increment revenue. Scorecard dependent.

**Type 3:** Transformative Assistance. Large-scale or unproven projects. Often includes public parking. \$6 private to \$1 public minimum investment required.

**Type 4:** Capital Improvement Coordination. Most often used for public/public projects.

**Type 5:** Disposition of CCDC-owned property.

the Fulton Street intersection anticipated later this month. Construction began on October 31 with substantial completion targeted for the end of September 2025, aligning with the closure of the River Myrtle-Old Boise District. *Project Lead: Megan Pape*

### Mobility

**Boise City Canal Multi-Use Pathway, 3rd Street to Broadway Avenue:** As identified in the 2022 City of Boise Pathway Master Plan and the 2020 Old Boise Blocks Visioning Report, this project includes the construction of a non-motorized, multi-use pathway generally aligned with the Grove Street corridor. The Pathway provides a continuous east-west connection beginning at the recently enhanced pedestrian crossing at Broadway Avenue and terminating at 3rd Street. In summer 2024 CCDC initiated and completed acquisition of the necessary permanent and temporary easements needed to facilitate construction. The Land Group was designated as the Design Professional of Record, and Wright Brothers, The Building Company, Eagle LLC was awarded the construction contract through a two-step pre-qualification process, with Board approval granted at the August 28 Board meeting. Construction began in December 2024. Work along the stretch from Broadway, past the Ronald McDonald House, and along the north side of the St Luke's parking garage is now complete including the construction of the pathway itself. Crews are currently installing guardrails, pre-cast walls, and completing final tasks ahead of construction completion. Substantial Completion anticipated by the end of September 2025, in alignment with the closure of the River Myrtle-Old Boise District. *Project Lead: Megan Pape*

### Place Making

**Rebuild Linen Blocks on Grove Street:** This project will catalyze infrastructure improvements on Grove Street between 10th and 16th Streets. CCDC conducted an inclusive, community-driven visioning process for the project from September 2020 to June 2021. The process included a series of stakeholder visioning meetings and public surveys and resulted in a final visioning document. GGLO led the design effort and Guho Corp. is the Construction Manager/General Contractor (CM/GC). Guho started construction in June 2023 and as of September 8, 2025, Substantial Completion has been reached on the last remaining block of Grove Street – 15th Street to 16th Street. Crews will remain onsite for the next couple of weeks to complete punch list items. *Project Lead: Amy Fimbel*

**521 W. Grove St. - Public Space:** This project will develop an Agency-owned parcel at 521 W. Grove St. into a public space that celebrates the neighborhood's multicultural history, provides additional event space to support street festivals on the adjacent Basque Block, and catalyzes placemaking with adjacent private investment and overall neighborhood investment strategy. This project is in collaboration with Boise Parks Department, which will assume ownership, operation, and maintenance.

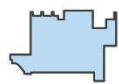
A design team was selected through an RFQ process. CCDC received Board approval for the selection of the design team in October 2022. A CM/GC was selected through an RFQ process, and the selection was approved by the Board in December 2022. Agency issued a public programming survey for the project in January 2023. The results were analyzed to prepare concepts for the design alternatives public open house, which occurred in April 2023 to gather feedback on the designs. The feedback was analyzed to produce a preferred design. The project was presented to the Parks Commission in November 2023, City Council in December 2023 and received Design Review approval in March 2024. Agency is coordinating with City of Boise Arts & History department on the art package and the design team completed construction documents in October 2024. A groundbreaking ceremony was held on January 22, 2025, where the park name was revealed as Kaixo Corner, the Basque word for 'hello'. Construction began on January 27, 2025, and was completed for the ribbon cutting event on July 28, in time for the Jaialdi celebration. CCDC and City of Boise Department of Arts and History provided over 100 hours of volunteer time to assist the artists in finishing the installation of their artwork. The park is now open to the public and provides a much-needed public space in the downtown core. Final close-out of the project and reimbursement to the city for artwork is in process and will be complete prior to the end of the fiscal year and District sunset. *Project Lead: Toby Norton*



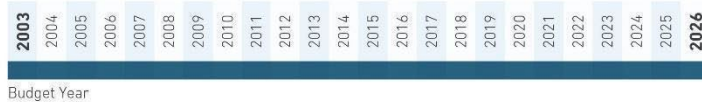
## Special Projects

**RMOB Public Art - City of Boise Broad Street Sculpture - PP Type 4:** The Arts & History Commission approved the design in October 2020. CCDC supported the project through funding and involvement in the selection process. Fabrication of the sculpture is complete, and Boise City Department of Arts & History is storing the sculpture until the completion of the Ovation Apartments to avoid potential damage to the sculpture. *Project Lead: Megan Pape*

# WESTSIDE DISTRICT



157 ACRES



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2002



WESTSIDE  
DISTRICT

DISTRICT MAP



## Economic Development

**1010 W. Jefferson St. – Commercial Space and Public Parking Facility:** At the December 2024 meeting, the Agency presented to the Board the opportunity to redevelop 1010 W. Jefferson St. into a multi-purpose parking facility with 300-500 parking stalls and active ground floor uses. In January, the Agency completed a Request for Qualifications (RFQ) process and selected KPFF, Inc. to provide design services and the Board approved Task Order 2 with KPFF, Inc. in February to commence work on schematic design. In March, the Board approved the CM/GC ranking to contract with Okland for preconstruction services. The Agency is also consulting with its Municipal Advisor to create a preliminary financial plan for the project and is creating plans for disposition of commercial ground floor space. The project will be on the City of Boise Design Review Commission's agenda for its August 13, 2025, meeting. The Agency expects bringing Task Order 4 with KPFF, Inc. to the Board following Design Review approval or conditional approval. *Project Lead: Alexandra Monjar*

**1010 W. Jefferson St. – Existing Facilities:** The Agency converted the parking lots on each side of the building to public parking, with a \$5 flat fee and a payment system through ParkMobile. In October 2024,

the parking rate was increased to \$8/day to address demand and bring pricing in line with other paid parking facilities in the vicinity. The Car Park manages the lot. Agency continues to coordinate with adjacent YMCA construction project to the north of the 1010 building. The building will be registered as vacated to the City and any other authorities on October 31, 2025. All regular janitorial and maintenance items will be ceased as appropriate for a vacated building. The anticipated timeline for demolition is late January 2026. *Project Lead: Aaron Nelson*

**1111 W. State St. (Agency Owned Property):** Formerly known as Block 69 North, this half-block parcel was acquired by the Agency through a land exchange with the YMCA in September 2024. Prior to the exchange, the previous owner cleared the property of all improvements. The property is currently vacant, and the Agency is using the property as a construction staging area in support of multiple Agency Capital Improvements Projects throughout downtown. *Project Lead: Aaron Nelson*

**1522 W. State St. - 16th & State - PP Type 2:** This seven-story mixed-use building with 104 residential units and 1,600 square feet of ground-floor retail on the site of an old gas station includes workforce housing with 38 units reserved for rent-restricted, income-qualified residents. Public improvements eligible for CCDC reimbursement include streetscapes along 16th and State Streets. Utility upgrades include water line relocations and stormwater management infrastructure. Total Development Costs are estimated at \$25 million, and Eligible Expenses at \$657,655. The project is requesting the use of CIP funds dedicated to housing developments that are to be completed before the expiration of the Westside District. The Board approved the final agreement in March 2023, and construction is underway. *Project Lead: Corrie Brending*

**821 W. State St. – Idaho Wheat Commission – PP Type 1:** The Agency received a Type 1 application from the Idaho State Building Authority for a four story, mixed-use building which will replace the Idaho Wheat Commissions existing office building and provide space for additional tenants. Public improvements include new sidewalks, trees, silva cell system, streetlights, and bike racks. The Board approved the Type 1 Agreement at August 11, 2025, meeting and construction is underway. *Project Lead: Kassi Brown*

## Infrastructure

**Bannock Street Streetscape Improvements - 12th Street to 16th Street:** This project will make streetscape improvements on both sides of Bannock Street between 12th Street and 16th Street to improve connectivity for all modes of travel from the West Downtown neighborhood into downtown. The design aligns with ACHD's Bannock Street Neighborhood Concept. To maximize public investment, the Agency has entered into an Interagency Agreement with ACHD to include ACHD's planned pavement rehabilitation and the replacement of the underground Boise City Canal Bridge crossing on Bannock east of 14th in the project scope. CSHQA is leading the design effort and McAlvain Construction is the Construction Manager/General Contractor (CM/GC). The Board approved the contract amendment for construction at the December 2024 Board meeting and construction started January 2025. Improvements on Bannock Street between 13th Street and 16th Street will be complete in October 2025. *Project Lead: Amy Fimbel*

## Mobility

**8th Street Improvements, State Street to Franklin Street:** This project will increase mobility options and improve safety for cyclists and pedestrians between the North End Neighborhood and Boise State University. The proposed 8th Street bike facilities will connect to a future east west ACHD Franklin Street Bikeway.

CCDC's project will underground overhead power and telecommunication lines and make streetscape and transit improvements between State and Franklin streets. Kittelson & Associates led the design effort and McAlvain Construction is the Construction Manager/General Contractor (CM/GC). The Board approved the contract amendment for construction at the December 2024 Board meeting and construction started January 2025. 8th Street between State Street and Washington Street reopened in July, and improvements to 8th Street between Washington Street to Franklin Street will be complete by October 2025. *Project Lead: Amy Fimbel*



## Special Projects

**Westside Public Art - Downtown Traffic Box Art - PP Type 4:** Boise City Department of Arts & History requested assistance to re-wrap traffic boxes that need replacement. There are seventeen traffic boxes in the Westside District that need replacement. The project was designated as eligible for Type 4 Capital Project Coordination Assistance at the October 2023 Board Meeting. The final agreement was approved by the Board in December 2023. Boise City Department of Arts & History plans to apply for reimbursement in **October of 2025**. *Project Lead: Megan Pape*



## Economic Development

**2618 W. Fairview Ave. - LOCAL Fairview - PP Type 2:** Subtext plans to construct this seven-story, 271-unit, mixed-use project. The development will have approximately 8,500 square feet of ground floor commercial space with the existing Capri Restaurant retained and incorporated into the design. The public improvements eligible for CCDC reimbursement include streetscapes along Fairview Avenue and 27th Street. Utility upgrades and expansion work include upgrading and undergrounding power, new underground fiber, and phone lines, and expanding the sewer mainline. Total Development Costs are estimated at \$81 million, and Eligible Expenses at \$1.2 million. The Board approved a final agreement in April 2023. *Project Lead: Corrie Brending*

**114 N. 23rd St. - New Path 2 - PP Type 3:** This second phase of New Path, a permanent supportive housing development, is comprised of 96 multi-family units and space for ancillary support services. This project is being developed by Pacific West Communities, Inc. with Low-Income Housing Tax Credits

(LIHTC) and support from the City of Boise. This development will provide housing for individuals and couples who are exiting homelessness or facing homelessness and earning less than 60% of the area median income for Ada County, though residents will be earning substantially below this. There is an estimated \$250,000 in eligible expenses for streetscape and public utility upgrades. The Board approved a final agreement in October 2023, and construction of New Path 2 began in October 2024. *Project Lead: Corrie Brending*

**170 S. 28th St. - Finch – PP Type 1: Roundhouse:** The Agency received an application for Type 1 assistance from Roundhouse Affordable for a 40-unit affordable housing development that consists of two four-story, wood-frame walk-up residential buildings. The Finch is a Low-Income Housing Tax Credit (LIHTC) project that includes a mix of unit types and affordability levels ranging from 30% to 60% AMI, with 10% of units at market rate. Public improvements will include new scored concrete sidewalks, silva cells, street trees, and historic streetlights along W. Fairview Avenue and S. 27th Street. The Board designated the project for Type 1 assistance at the August 11, 2025, meeting. A final agreement is being prepared and will be brought before the Board for approval. *Project Lead: Corrie Brending*

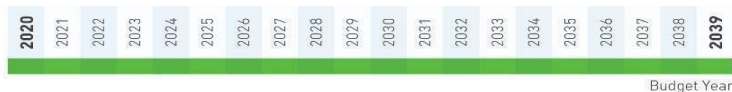
### Infrastructure

**West End Water Renewal Infrastructure - PP Type 4:** The City of Boise is undertaking construction of a new lift station and pressure discharge pipe needed to serve multiple incoming mixed-use developments in the 27th Street and Fairview Avenue area. These improvements will provide the backbone to replace miles of substandard gravity sewer lines as further development happens at the western end of the 30th Street District. The city has requested a 50/50 cost share for funding this important project and CCDC has committed approximately \$1.6 million. The Board approved the final agreement in April 2023. An amendment to extend the agreement is required due to delays in receiving materials for the project. The anticipated completion of the project is September 2025. *Project Lead: Corrie Brending*

## SHORELINE DISTRICT



195 ACRES



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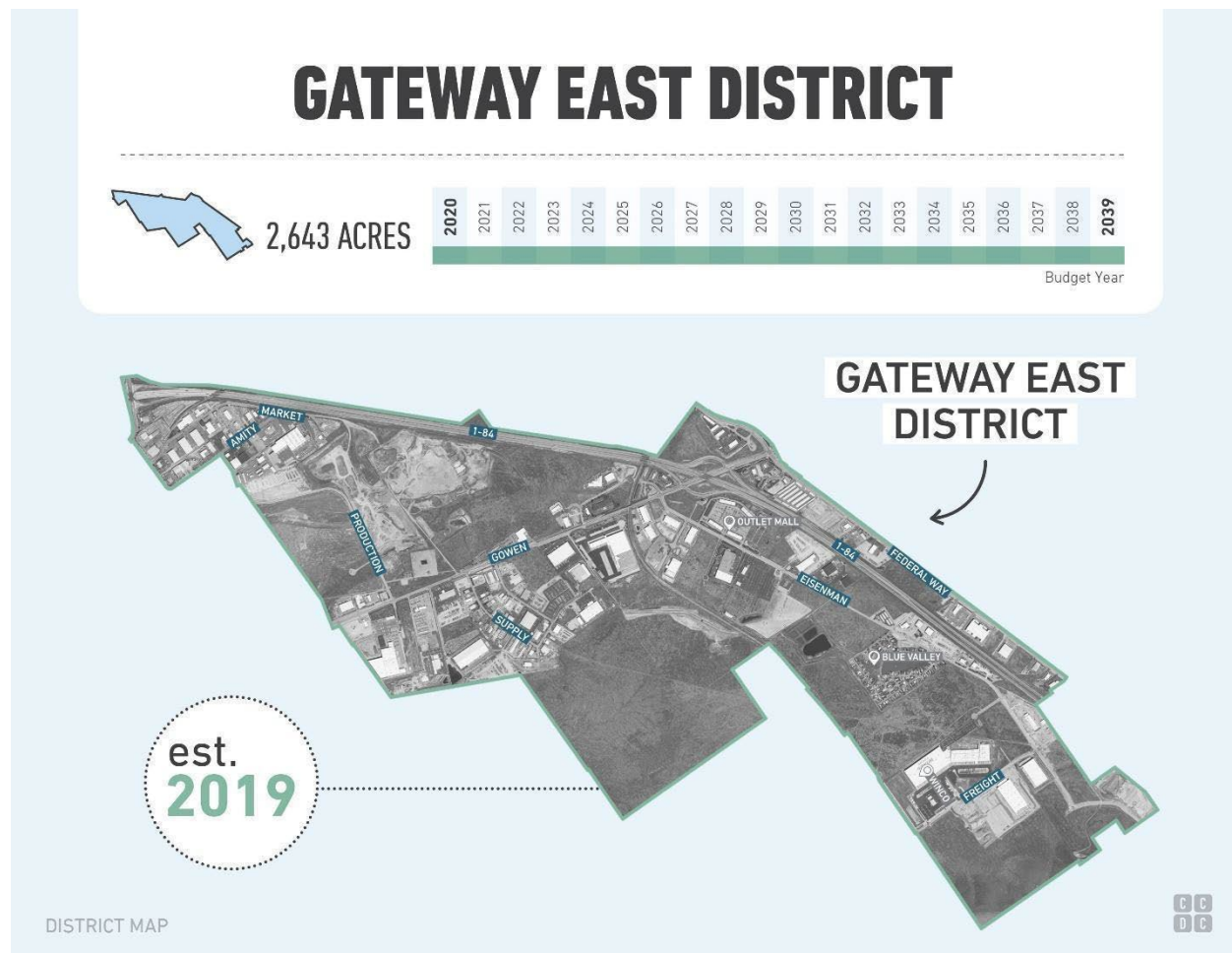
SHORELINE  
DISTRICT

DISTRICT MAP

## Economic Development

**1025 S. Capitol Blvd. – Capitol Campus:** J. Fisher Companies plans to construct a two-phase project on property owned by the City of Boise and Boise State University. The project is to include mixed use affordable housing, structured parking, office space, and a hotel. The J. Fisher team has been working with the agency on a Type 3 Participation Program application. They have submitted a draft application and are preparing additional requested materials. J. Fisher Companies presented the project during a work session on April 14th. Once the application is complete and the project has received design review approval from the City of Boise, it can be brought to the Board for designation. *Project Lead: Corrie Brending*

**15th and 16th Streets Corridor Public Investment and Redevelopment Study:** The Agency has engaged with GGLO to study redevelopment opportunities that could be made possible by potential traffic reconfigurations along the 15th and 16th Street corridors, including reestablishing an urban street grid. This study will also assess public and private investment opportunities. *Project Lead: Kassi Brown, Alexandra Monjar*



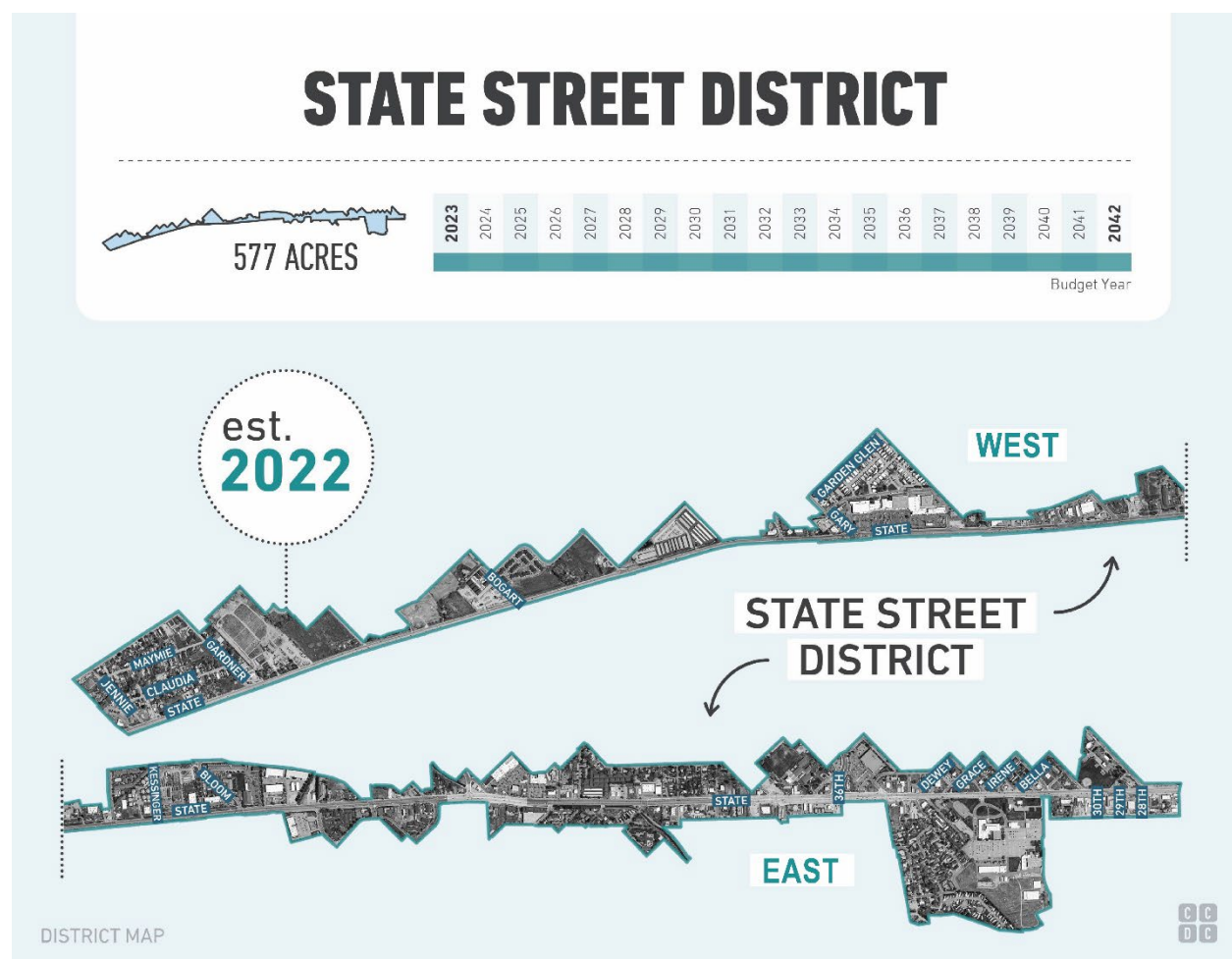
## Economic Development

**2392 E. WinCo Ct. - Eastport Logistics - PP Type 4:** Eastport Logistics is a 44-acre Industrial development project located in the Gateway East District at 2392 East WinCo Court. The planned uses are a mix of warehouse, distribution, and manufacturing for a total of approximately 687,000 square feet between four buildings, and approximately 800 on-site parking stalls with 90 of those stalls for truck/trailer parking. The developer, Lincoln Property Company, estimates total development costs will be \$101,500,000. Lincoln Property Company has requested assistance under the Type 4 Program for the

nearly \$8.7 million of public utility and roadway infrastructure planned for the project. The Board approved the Type 4 Designation in October 2024, and construction is underway. *Project Lead: Corrie Brending*

**951 E. Gowen Rd. - Red River Logistics and Commerce Centers - PP Type 2:** The Board approved an Agreement to participate in the extension and public dedication of Production Street and associated utility and streetscape improvements. This street extension is included in the Gateway East District Plan and will open opportunities for additional development on adjacent vacant parcels. Construction of the structures is complete, and the project is awaiting acceptance of the new street by ACHD. *Project Lead: Corrie Brending*

**2500 W. Freight St. - Boise Gateway 3 - PP Type 2:** In December 2022, the Board designated this Boyer Company project to receive Type 2 Participation assistance for utility and roadway improvements. The project is a 185,000 square foot speculative warehouse building designed to accommodate up to four tenants per lot bound by Eisenman Road, WinCo Court, and Freight Street. The agreement was approved by the Board in February 2024 and includes the option for the developer to construct an additional building on the site within the term of the agreement to further catalyze development in Gateway East. An amendment was approved by the Board in October to include Building 4 in the agreement with expected completion in March of 2026. *Project Lead: Corrie Brending*



### Economic Development

**2426 N. Arthur St. - Wilson Station - PP Type 3:** Wilson Station is a mixed-use, affordable housing development comprised of 102 multi-family units and ground floor commercial space intended to be a day care. This project is being developed by Pacific West Communities, Inc. with Low-Income Housing Tax Credits (LIHTC) and the City of Boise's Housing Land Trust. This unique model allows the developer to enter a below market long-term lease with the City of Boise, which owns the underlying land. With this financial structure the project can maintain affordable rental rates for residents earning 30%-80% of the



Area Median Income. There is an estimated \$860,000 in eligible expenses for streetscape and public utility upgrades. The Board designated the project for Type 3 Transformative Assistance in April 2023 and approved a final agreement in October 2023. The project is finished, and cost documentation is expected to be completed this fiscal year or early next fiscal year. *Project Lead: Alexandra Monjar*

**1620 N. 31st St. - 31St. Street Apartments - PP Type 1:** The Agency received a Type 1 application from Tai June Properties, LLC for a residential development on the corner of 31st and Bella Streets. The new construction consists of five residential units, each approximately 1,707 square feet with three bedrooms and two and a half bathrooms. Long-term bike storage will be provided, along with nine parking spaces for residents and guests. Public improvements include new sidewalks, trees, landscaping, and stormwater mitigation upgrades. The Board approved the Type 1 Agreement at the February 10, 2025, meeting and construction is underway. *Project Lead: Kassi Brown*

**8306 W. State St. – Property Acquisition – PP Type 5:** The Board approved the purchase and sale agreement for the acquisition of property at 8306 W State Street at the Board meeting on February 10th. The PSA included a purchase price of \$1,750,000 and a due diligence period of 30 days with the option of a 30-day extension. During the initial due diligence period the Agency completed an appraisal, ALTA survey, and phase one environmental site assessment. The results from the review of the due diligence materials did not produce any concerns about continuing with closing on the property. The due diligence period expired on April 11th, and the Agency closed on the property on April 24th. A hazardous materials inspection has been completed, and demolition is expected to take place by the end of the year. *Project Lead: Corrie Brending*

**1711 N 31st St. - Residential Development – PP Type 1:** The Agency received a Type 1 application from Cook Property Management, LLC for an infill residential development at 1711 N 31st Street. The project consists of three new single-family homes, each consisting of three bedrooms and three and a half bathrooms, and a detached garage with second story ADU. Public improvements include new sidewalks, trees, alleyway, and utility upgrades. Cook Property Management, LLC will also construct additional sidewalks to the south of their property, on the west side of 31st Street, to connect to the current sidewalks at Bella Street. Making this connection will provide safer pedestrian routes to nearby public transit and businesses along State Street. The Board designated the project at the May 12, 2025, meeting and the Agency will present a final agreement for approval at the September 22, 2025, meeting. *Project Lead: Kassi Brown*

## AGENCY WIDE – ALL DISTRICTS

### Parking & Mobility

**Capitol and Myrtle Garage Elevator Modernization:** The Agency is updating and modernizing the elevator at the Capitol & Myrtle Garage. The current unit is 20+ years old and replacement parts are no longer available. The Agency advertised an RFP, and a Pre-bid meeting was held on February 20, 2024. Final bids were due March 13 at 3pm. Four bids were received, and Barrier Building Inc was the lowest bidder (\$430,000). The board approved the project during the April meeting, and the project is underway. The lead time to receive the necessary parts for the elevator modernization is 28 weeks with delivery anticipated in late December 2024. Barrier Building is constructing the new elevator control room on the first floor of the garage with elevator upgrades commencing in early January 2025. City and state inspections were conducted on March 12, and a 60-day temporary operation certificate was issued. Punch list items are complete, and the city has signed a completion certificate. There are a few outstanding items left to be completed. The project is now complete as of August and the Agency is now collecting all close-out documents. *Project Lead: Aaron Nelson*

**Capitol and Myrtle Garage Rout & Seal Repairs:** The Agency hired Jacobs Engineering Group as a design professional to provide services as follows: Provide construction documents and drawings, bid support, construction administration through project completion. Board approved the project May 12, 2025. Notice to proceed was issued on May 12 with a mobilization date on June 30, 2025. The project is expected to be completed in September 2025. *Project Lead: Aaron Nelson*

**10th & Front Garage Structural Repairs Phase 3:** The Agency hired Desman for the third phase of structural concrete slab repairs focusing on (25) beam repair located on Level 3. Desman will provide final design services based on a previous 2020 assessment identifying the locations of structural repair needs. Desman will also provide assistance during bidding and services during construction. Bid Opening for the project was held on March 26th at 3pm with Sawtooth Caulking submitting the lowest responsive bid. The Agency approved the bid award in April 2025. Construction started as of May 2025 and will be completed in fall 2025. *Project lead: Aaron Nelson*

**City Go:** This partnership of Valley Regional Transit, the City of Boise, ACHD Commuteride, Boise State University, St Luke's Hospital, Downtown Boise Association, and CCDC involves marketing its alternative transportation products and services to the downtown community. The CCDC Board approved a renewed Memorandum of Understanding for City Go at its October 2020 meeting. VRT's FY26 annual financial request of CCDC to be considered at the September 2025 Board Meeting. *Project Lead: Zach Piepmeyer*

**Rooftop Solar Feasibility Study:** In support of the City's Climate Action goals, the Agency initiated this study to determine the feasibility of installing rooftop solar arrays on each of the six current ParkBOI facilities downtown. Kimley-Horn & Associates was selected from the Agency's on-call roster to study each of the structures and their suitability for solar under current Idaho Power rate structures and various solar array ownership models. Kimley-Horn delivered a final report to the Agency in March 2024 following the Idaho Public Utilities Commission approval of requested rate changes from Idaho Power for solar providers. The consultant deliverable outlines the analysis process, findings, and recommendations on solar array implementation for each garage. Agency presented study findings to the Board at the March 2024 Board Meeting. *Project Lead: Zach Piepmeyer*

**Parking Access and Revenue Collection System (PARCS) Replacement:** The existing system for controlling public entry/exit and payment for parking within five of the six ParkBOI facilities is approaching 10 years in service in 2024. Although the existing system is still operational, its functionality is limited compared to newer technologies and industry best practice is for PARCS replacement every 10 years. Through an RFQ process, the Agency selected Kimley-Horn & Associates to assist with analyzing the current facilities and current PARCS equipment, investigate current PARCS technologies on the market that would be suitable for ParkBOI facilities, lead stakeholder outreach to define desirable PARCS characteristics, assist the Agency in developing a formal Request for Proposals (RFP) to procure the new PARCS, and manage the installation and testing phase of the project. The consultant prepared the final Existing Conditions, PARCS Assessment and Best Practices Report in late March 2024 and developed final specifications for the future PARCS system. The Agency advertised the RFP in September 2024 with proposals due on October 21, 2024. Four proposals were received by the deadline. The Agency identified Amano-McGann, Inc. as the highest ranked proposer and approved an agreement to complete the PARCS installation at the May 2025 Board Meeting. Installation of the new PARCS began in early August 2025 and is anticipated to be completed early fall 2025. *Project Lead: Zach Piepmeyer*

**9th & Front Stair Tower Enclosure and Elevator Modernization:** This two-part project at the 9th & Front ParkBOI parking garage consists of the modernization of three elevators and the potential enclosure of two stair towers. An assessment completed in early 2024 determined that the three existing parking garage elevators are approaching the end of their service life and need modernization. The garage also exhibits two external stair towers with open-air designs that have required regular maintenance to ensure the structural integrity and safety of the towers. This project will address both the design for the elevator modernization and provide an alternate analysis that compares multiple ways to enclose each stair tower. This project aims to protect and extend the lifespan of CCDC's assets, while improving the functionality of the property and ensuring a safe environment for all users. Cushing Terrell was selected as the design professional of record and Andersen Construction as the CM/GC. Cushing Terrell is finalizing the elevator modernization bid package, while Andersen Construction is preparing to bid the project. The stair tower enclosure feasibility study and alternatives analysis are complete, and the findings will be presented at the September 22, 2025, meeting. *Project Lead: Kassi Brown*

### Condominium Associations

<b>Building Eight Condominiums Association</b> CCDC Contact: Aaron Nelson		
Member	Unit	Percent Interest
CCDC	Capitol & Myrtle Parking Garage (Unit 2)	35%
Raymond Management	Hampton Inn & Suites (Unit 1)	62.5%
Hendricks	Retail Units (Units 3 & 4)	2.5%
Condo Board Meetings		
Last Meeting	Next Meeting	Next Report Due
September 25, 2024	September 2025	December 31, 2025
<b>Issues/Comments:</b>	A meeting was held, and the main topic of discussion was current repair to work and upcoming PARCS replacement effort.	

<b>Front Street Condominium Association</b> CCDC Contact: Aaron Nelson		
Member	Unit	Percent Interest
CCDC	9th & Front Parking Garage	25.76%
GBAD		2.00%
Aspen Condominiums	Aspen Lofts	52.17%
Hendricks	BoDo Retail Units	20.07%
Condo Board Meetings		

Last Meeting/Report	Next Meeting	Next Report Due
September 17, 2024	September 2025	November 30, 2025
Issues/Comments:		

<b>U.S. Bank Plaza Condominium Association</b> CCDC Contact: Mary Watson		
Member	Unit	Percent Interest
LN City Center Plaza/ Clearwater Analytics	A, 1A, 1B, 1C, 1H, 1K, 1L, 2C, 3C, 5A, 6A, 7A, 8A, 9A	77.372%
CCDC	1F, 1G, 1J, 2B, 4B, 5B	6.861%
GBAD	4A	3.040%
Boise State University	1D, 1E, 2A, 3A, 3B	6.131%
Valley Regional Transit	B1, B2, B3	6.429%
Sawtooth Investment Mgmt.	10A	0.167%
<b>Condo Board Meetings</b>		
Last Meeting/Report	Next Meeting	Next Report Due
October 23, 2024	October 2025	TBD
Issues/Comments:		



<b>Capitol Terrace Condominium Association</b> CCDC Contact: Aaron Nelson		
Member	Unit	Percent Interest
CCDC	Capitol & Main Parking Garage	50%
Hawkins Companies	Main + Marketplace	50%
Condo Board Meetings		
Last Meeting/Report	Next Meeting	Next Report Due
September 24, 2024	September 2025	February 2025
<b>Issues/Comments:</b>	The Association will buy escalator cleaner and save on yearly service cleaning; ParkBOI is looking to add cameras to the garage.	

<b>Downtown Parking Condominiums Association</b> CCDC Contact: Aaron Nelson		
Member	Unit	Percent Interest
CCDC	9th & Main Parking Garage	93.51%
Les Bois Holdings, LLC	Commercial, Main Street side	2.03%
Eastman Building, LLC	Commercial, Idaho Street side	4.46%
Condo Board Meetings		
Last Meeting/Report	Next Meeting	Next Report Due
September 16, 2024	September 2025	September 2025
<b>Issues/Comments:</b>	Annual meeting was held on September 20, 2023, at 1pm.	



	Gold Members of Idaho Steelheads now park at the 9th & Main Garage. Minor column repair at ground level to be done by Hellman in October.
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<b>ACME Fast Freight Condominium Association</b> CCDC Contact: Zach Piepmeyer		
<b>Member</b>	<b>Unit</b>	<b>Percent Interest</b>
CCDC	11th & Front Parking Garage, 30.1% (Units 402, 403, 501, 502)	28.485%
Ball Ventures Ahlquist	11th & Front Parking Garage, 69.9% (Units 104, 105, 201, 202, 301, 302, 401)	66.490%
Boise Metro Chamber	Boise Chamber Offices (Units 101, 102, 203)	5.025%
<b>Condo Board Meetings</b>		
<b>Last Meeting/Report</b>	<b>Next Meeting</b>	<b>Next Report Due</b>
Last meeting in 2023; last report filed 12/5/2024	TBD	January 2026
<b>Issues/Comments:</b>		

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