



**BOARD
OF
COMMISSIONERS
MEETING
December 8, 2025**

CAPITAL CITY DEVELOPMENT CORPORATION

Board of Commissioners Meeting
Board Room, Fifth Floor, 121 N. 9th Street
December 8, 2025, 12 p.m.

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

A G E N D A

I. CALL TO ORDERChair Haney Keith

II. ACTION ITEM: AGENDA CHANGES OR ADDITIONS.....Chair Haney Keith

III. WORK SESSION

A. ParkBOI Annual Update Zach Piepmeyer, Eric Selekof (25 minutes)

B. 1010 W. Jefferson Street Commercial Space and Public Parking Facility. Real Property Disposition Request for Proposals.....Alexandra Monjar (15 minutes)

IV. ACTION ITEM: CONSENT AGENDA

A. Expenses

- 1. Approve Paid Invoice Report for October 2025
- 2. Approve Paid Invoice Report for November 2025

B. Minutes and Reports

- 1. Approve Meeting Minutes for November 3, 2025

C. Other

- 1. Approve Resolution 1952: Records Disposition

V. ACTION ITEM

A. CONSIDER Resolution 1951: 1010 W. Jefferson Street Commercial Space and Public Parking Facility. Amendment No. 1 to the CM/GC Agreement with Okland Construction Company, Inc.Amy Fimbel (10 minutes)

VI. ADJOURN

This meeting will be conducted in compliance with the Idaho Open Meetings Law and in a location accessible to those with physical disabilities. Participants may request reasonable accommodations, including but not limited to a language interpreter, from CCDC to facilitate their participation in the meeting. For assistance with accommodation, contact CCDC at 121 N 9th St, Suite 501, Boise, Idaho or (208) 384-4264 (TTY Relay 1-800-377-3529).

Viewing Remotely: Members of the public may view the meeting with a smartphone or computer by clicking the link provided at <https://ccdcbiose.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: 10/1/2025 through 10/31/2025

Payee	Description	Payment Date	Amount
Debt Service:			
		Total Debt Payments:	-
Payroll:			
Idaho Dept of Labor	Q2-2025 SUTA Payment	10/3/2025	553.75
CCDC Employees	Direct Deposits Net Pay	10/1/2025	48,619.38
EFTPS - IRS	Federal Payroll Taxes	10/1/2025	19,726.62
Idaho State Tax Commission	State Payroll Taxes	10/1/2025	2,733.00
PERSI/Empower	Retirement Payment	10/1/2025	26,180.93
457(b)	Retirement Payment	10/1/2025	1,605.60
CCDC Employees	Direct Deposits Net Pay	10/15/2025	48,619.36
EFTPS - IRS	Federal Payroll Taxes	10/15/2025	19,726.62
Idaho State Tax Commission	State Payroll Taxes	10/15/2025	2,733.00
PERSI/Empower	Retirement Payment	10/15/2025	26,180.94
457(b)	Retirement Payment	10/15/2025	1,605.60
CCDC Employees	Direct Deposits Net Pay	10/29/2025	48,619.39
EFTPS - IRS	Federal Payroll Taxes	10/29/2025	19,726.62
Idaho State Tax Commission	State Payroll Taxes	10/29/2025	2,733.00
PERSI/Empower	Retirement Payment	10/29/2025	26,180.94
457(b)	Retirement Payment	10/29/2025	1,605.60
	Total Payroll Payments:		296,596.60
Checks and ACH			
Various Vendors	Check and ACH Payments (See Attached)	10/31/2025	7,759,142.07
Total Cash Disbursements:			\$ 8,055,738.67

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

Joey Chen

John Brunelle

Finance Director

Executive Director

11/7/25

Nov. 4, 2025

Date

Date

Report Criteria:

Summary report type printed
Check.Voided = no

Name	Check Amount	Check Issue Date
Aaron Nelson	176.40	10/21/2025
Total Aaron Nelson:	176.40	
Abbey Louie LLC	6,000.00	10/31/2025
Total Abbey Louie LLC:	6,000.00	
Absolute Fire Protection LLC	430.00	10/30/2025
	1,830.00	10/30/2025
Total Absolute Fire Protection LLC:	2,260.00	
ACCO Engineered Systems	15,718.50	10/29/2025
Total ACCO Engineered Systems:	15,718.50	
Acme Fast Freight	2,460.66	10/30/2025
Total Acme Fast Freight:	2,460.66	
Ada County	36,078.00	10/29/2025
Total Ada County:	36,078.00	
Amano McGann Inc.	29,776.00	10/31/2025
Total Amano McGann Inc.:	29,776.00	
Andersen Construction Company of Idaho	19,572.61	10/29/2025
Total Andersen Construction Company of Idaho:	19,572.61	
Atlas Technical Consultants LLC	115.00	10/30/2025
	632.40	10/30/2025
Total Atlas Technical Consultants LLC:	747.40	
Barrier Building Inc.	21,947.14	10/10/2025
Total Barrier Building Inc.:	21,947.14	
Blue Cross of Idaho	44,765.03	10/01/2025
Total Blue Cross of Idaho:	44,765.03	
Boise City Dep of Arts & History	37,515.00	10/29/2025

Name	Check Amount	Check Issue Date
Total Boise City Dep of Arts & History:	37,515.00	
Boise City Utility Billing	11.78	10/27/2025
	79.65	10/27/2025
Total Boise City Utility Billing:	91.43	
Boise Metro Chamber of Com	500.00	10/30/2025
Total Boise Metro Chamber of Com:	500.00	
Boxcast Inc	54.45	10/30/2025
Total Boxcast Inc:	54.45	
Brandon James Photo LLC	4,800.00	10/29/2025
	400.00	10/29/2025
Total Brandon James Photo LLC:	5,200.00	
Car Park	179,241.80	10/31/2025
Total Car Park:	179,241.80	
Caselle Inc.	1,058.00	10/01/2025
Total Caselle Inc.:	1,058.00	
City of Boise	2,594,073.17	10/29/2025
	699.29	10/30/2025
	711.96	10/30/2025
	25,000.00	10/01/2025
Total City of Boise:	2,620,484.42	
Community Planning Assoc	2,625.00	10/30/2025
Total Community Planning Assoc:	2,625.00	
Conrad & Bischoff	63,116.24	10/29/2025
Total Conrad & Bischoff:	63,116.24	
Consurco Inc.	24,231.00	10/31/2025
Total Consurco Inc.:	24,231.00	
CSHQA	11,421.00	10/31/2025
Total CSHQA:	11,421.00	
Cushing Terrell Architects	5,358.17	10/31/2025

Name	Check Amount	Check Issue Date
	18,815.22	10/31/2025
Total Cushing Terrell Architects:	24,173.39	
Desman Inc	1,050.00	10/30/2025
Total Desman Inc:	1,050.00	
Eide Bailly LLP	4,347.00	10/30/2025
Total Eide Bailly LLP:	4,347.00	
Elam & Burke P.A.	1,755.00	10/31/2025
	450.50	10/31/2025
	801.50	10/31/2025
	1,821.50	10/31/2025
	768.50	10/31/2025
	185.50	10/31/2025
Total Elam & Burke P.A.:	5,782.50	
Fimbel Amy	35.70	10/21/2025
Total Fimbel Amy:	35.70	
GGLO LLC	14,720.25	10/31/2025
	4,112.50	10/31/2025
Total GGLO LLC:	18,832.75	
Graybeal Lana	889.39	10/07/2025
Total Graybeal Lana:	889.39	
Guho Corp.	115,932.07	10/31/2025
	244,715.00	10/31/2025
	602,311.96	10/31/2025
	731,279.05	10/31/2025
	76,276.43	10/31/2025
	111,104.79	10/31/2025
Total Guho Corp.:	1,881,619.30	
Haney Keith Latonia	384.88	10/07/2025
Total Haney Keith Latonia:	384.88	
Idaho Business Review	2,888.00	10/31/2025
	3,675.00	10/31/2025
Total Idaho Business Review:	6,563.00	
Idaho Power	5.80	10/20/2025

Name	Check Amount	Check Issue Date
Total Idaho Power:	5.80	
Idaho Records Management LLC	55.00	10/30/2025
Total Idaho Records Management LLC:	55.00	
Ideal Demolition Services LLC	13,680.00	10/31/2025
Total Ideal Demolition Services LLC:	13,680.00	
Jackson Jenn	106.22	10/21/2025
Total Jackson Jenn:	106.22	
Jacobs Engineering Group Inc	7,405.00	10/31/2025
	9,246.00	10/31/2025
Total Jacobs Engineering Group Inc:	16,651.00	
Jed Split Creative	60.80	10/29/2025
	3,363.00	10/29/2025
	4,418.95	10/29/2025
Total Jed Split Creative:	7,842.75	
Jensen Belts Associates	8,349.85	10/31/2025
	10,370.13	10/31/2025
Total Jensen Belts Associates:	18,719.98	
Kathy Wanner	63.58	10/22/2025
Total Kathy Wanner:	63.58	
Kimley-Horn and Associates Inc	21,542.50	10/31/2025
	13,320.00	10/31/2025
	1,740.00	10/31/2025
Total Kimley-Horn and Associates Inc:	36,602.50	
Kittelson & Associates Inc.	3,837.00	10/30/2025
Total Kittelson & Associates Inc.:	3,837.00	
KPFF Consulting Engineers	450.00	10/31/2025
	156,295.00	10/31/2025
Total KPFF Consulting Engineers:	156,745.00	
Lunation Communications LLC	7,700.00	10/31/2025

Name	Check Amount	Check Issue Date
Total Lunation Communications LLC:	7,700.00	
McAlvain Construction Inc.	203,748.49	10/31/2025
	50,663.69	10/31/2025
	128,013.52	10/31/2025
	669,073.48	10/31/2025
Total McAlvain Construction Inc.:	1,051,499.18	
Okland Construction Company Inc	17,633.00	10/31/2025
Total Okland Construction Company Inc:	17,633.00	
Piper Sandler & Co	843.75	10/29/2025
Total Piper Sandler & Co:	843.75	
Pro Care Landscape Management	1,152.99	10/10/2025
	1,634.51	10/10/2025
	714.00	10/30/2025
	565.35	10/30/2025
	65.00	10/30/2025
	65.00	10/30/2025
Total Pro Care Landscape Management:	4,196.85	
QCP Corp.	9,513.00	10/10/2025
Total QCP Corp.:	9,513.00	
QRS Consulting LLC	2,425.58	10/29/2025
	320.00	10/29/2025
	1,400.00	10/29/2025
Total QRS Consulting LLC:	4,145.58	
Quality Electric Inc.	6,159.50	10/31/2025
	6,159.50	10/31/2025
Total Quality Electric Inc.:	12,319.00	
Redevelopment Association of Idaho	4,600.00	10/01/2025
Total Redevelopment Association of Idaho:	4,600.00	
Rehn & Associates COBRA	150.00	10/29/2025
Total Rehn & Associates COBRA:	150.00	
Sawtooth Caulking Inc.	478,966.80	10/31/2025

Name	Check Amount	Check Issue Date
Total Sawtooth Caulking Inc.:	478,966.80	
Scheidt & Bachmann USA Inc.	1,085.04	10/30/2025
Total Scheidt & Bachmann USA Inc.:	1,085.04	
Schlake Marie	166.87	10/07/2025
Total Schlake Marie:	166.87	
Security LLC - Plaza 121	342.51	10/29/2025
	15,234.17	10/01/2025
Total Security LLC - Plaza 121:	15,576.68	
SMJ Consulting	500.00	10/30/2025
Total SMJ Consulting:	500.00	
Stability Networks Inc.	4,900.00	10/31/2025
	358.75	10/31/2025
	1,634.49	10/31/2025
Total Stability Networks Inc.:	6,893.24	
State Insurance Fund	816.00	10/29/2025
Total State Insurance Fund:	816.00	
Syringa Networks LLC	1,468.71	10/30/2025
Total Syringa Networks LLC:	1,468.71	
The Land Group Inc.	1,820.00	10/31/2025
	3,877.25	10/31/2025
Total The Land Group Inc.:	5,697.25	
The Potting Shed	65.00	10/29/2025
	65.00	10/29/2025
Total The Potting Shed:	130.00	
Treasure Valley Coffee Inc	120.95	10/30/2025
Total Treasure Valley Coffee Inc:	120.95	
United Heritage	1,929.51	10/01/2025
Total United Heritage:	1,929.51	
Urban Accessories Inc.	7,470.00	10/31/2025

Name	Check Amount	Check Issue Date
Total Urban Accessories Inc.:	7,470.00	
US Bank - Credit Cards	13,776.39	10/08/2025
Total US Bank - Credit Cards:	13,776.39	
USI Insurance Services NW	1,999.00	10/10/2025
	83,658.00	10/10/2025
	7,650.00	10/10/2025
	1,903.00	10/10/2025
	27,183.00	10/10/2025
	4,080.00	10/10/2025
	35,920.00	10/31/2025
	3,047.00	10/31/2025
	74,256.00	10/31/2025
	22,007.00	10/31/2025
Total USI Insurance Services NW:	261,703.00	
Valley Regional Transit	85,558.00	10/31/2025
Total Valley Regional Transit:	85,558.00	
Veritas Material Consulting	1,120.00	10/31/2025
	395.00	10/31/2025
	4,130.00	10/31/2025
	200.00	10/31/2025
	1,965.00	10/31/2025
Total Veritas Material Consulting:	7,810.00	
Westerberg Aston and Associates	2,000.00	10/31/2025
	4,000.00	10/31/2025
Total Westerberg Aston and Associates:	6,000.00	
Western Specialty Contractors	79,137.91	10/31/2025
Total Western Specialty Contractors:	79,137.91	
Wright Brothers	348,080.22	10/31/2025
Total Wright Brothers:	348,080.22	
Xerox Corporation	342.54	10/30/2025
Total Xerox Corporation:	342.54	
Zachary Piepmeyer	285.78	10/31/2025
Total Zachary Piepmeyer:	285.78	

Name	Check Amount	Check Issue Date
Grand Totals:	<u>7,759,142.07</u>	

Report Criteria:

Summary report type printed

Check.Voided = no



Paid Invoice Report

For the Period: 11/1/2025 through 11/30/2025

<u>Payee</u>	<u>Description</u>	<u>Payment Date</u>	<u>Amount</u>
Debt Service:			
		Total Debt Payments:	-
Payroll:			
PERSI/Empower	Retirement Payment	11/10/2025	27,532.17
CCDC Employees	Direct Deposits Net Pay	11/12/2025	51,304.53
EFTPS - IRS	Federal Payroll Taxes	11/12/2025	21,152.98
Idaho State Tax Commission	State Payroll Taxes	11/12/2025	2,943.00
457(b)	Retirement Payment	11/12/2025	1,643.10
PERSI/Empower	Retirement Payment	11/24/2025	27,566.13
CCDC Employees	Direct Deposits Net Pay	11/26/2025	51,573.56
EFTPS - IRS	Federal Payroll Taxes	11/26/2025	20,571.98
Idaho State Tax Commission	State Payroll Taxes	11/26/2025	2,942.00
457(b)	Retirement Payment	11/26/2025	1,643.10
		Total Payroll Payments:	208,872.55
Checks and ACH			
Various Vendors	Check and ACH Payments (See Attached)	11/30/2025	2,545,402.27

Total Cash Disbursements: \$ 2,754,274.82

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

Joey Chen

Finance Director

12/3/25

Date

John Brunelle

Executive Director

12/2/25

Date

Report Criteria:

Summary report type printed
Check.Voided = no

Name	Check Amount	Check Issue Date
Abbey Louie LLC	5,750.00	11/28/2025
Total Abbey Louie LLC:	5,750.00	
Absolute Fire Protection LLC	1,630.00	11/26/2025
	175.00	11/26/2025
Total Absolute Fire Protection LLC:	1,805.00	
Acme Fast Freight	2,460.66	11/26/2025
Total Acme Fast Freight:	2,460.66	
Alphagraphics	398.57	11/26/2025
Total Alphagraphics:	398.57	
Amano McGann Inc.	14,888.00	11/28/2025
	547,860.19	11/28/2025
Total Amano McGann Inc.:	562,748.19	
Atlas Technical Consultants LLC	520.00	11/26/2025
Total Atlas Technical Consultants LLC:	520.00	
Berkley North Pacific	105,875.00	11/26/2025
Total Berkley North Pacific:	105,875.00	
Blue Cross of Idaho	44,765.03	11/03/2025
Total Blue Cross of Idaho:	44,765.03	
Boise City Utility Billing	11.78	11/26/2025
Total Boise City Utility Billing:	11.78	
Boxcast Inc	54.52	11/26/2025
Total Boxcast Inc:	54.52	
Capital City Development Corp	9,000.00	11/26/2025
Total Capital City Development Corp:	9,000.00	
Capitol Copy & Print Inc.	991.00	11/26/2025

Name	Check Amount	Check Issue Date
Total Capitol Copy & Print Inc.:	991.00	
Caselle Inc.	1,058.00	11/03/2025
Total Caselle Inc.:	1,058.00	
Christian Winkle	500.00	11/26/2025
Total Christian Winkle:	500.00	
Consurco Inc.	24,231.00	11/07/2025
Total Consurco Inc.:	24,231.00	
Cushing Terrell Architects	7,095.40	11/28/2025
	363.26	11/28/2025
Total Cushing Terrell Architects:	7,458.66	
Desman Inc	1,436.45	11/26/2025
Total Desman Inc:	1,436.45	
Elam & Burke P.A.	691.08	11/26/2025
	228.00	11/26/2025
	3,099.00	11/26/2025
	769.50	11/26/2025
Total Elam & Burke P.A.:	4,787.58	
Fimbel Amy	563.88	11/04/2025
Total Fimbel Amy:	563.88	
GGLO LLC	4,725.00	11/26/2025
Total GGLO LLC:	4,725.00	
Guho Corp.	657,973.24	11/28/2025
	423,322.44	11/28/2025
Total Guho Corp.:	1,081,295.68	
Hawkins Companies LLC	20,104.50	11/28/2025
Total Hawkins Companies LLC:	20,104.50	
Idaho Power	5.80	11/19/2025
Total Idaho Power:	5.80	
Idaho Records Management LLC	55.00	11/26/2025

Name	Check Amount	Check Issue Date
Total Idaho Records Management LLC:	55.00	
Ideal Demolition Services LLC	32,965.00	11/28/2025
Total Ideal Demolition Services LLC:	32,965.00	
Jensen Belts Associates	9,009.60	11/28/2025
Total Jensen Belts Associates:	9,009.60	
Kimley-Horn and Associates Inc	28,245.96	11/28/2025
	2,430.00	11/28/2025
	19,982.50	11/28/2025
Total Kimley-Horn and Associates Inc:	50,658.46	
KPFF Consulting Engineers	155,057.50	11/28/2025
Total KPFF Consulting Engineers:	155,057.50	
Lunation Communications LLC	7,700.00	11/28/2025
Total Lunation Communications LLC:	7,700.00	
McAlvain Construction Inc.	134,280.63	11/28/2025
Total McAlvain Construction Inc.:	134,280.63	
McClatchy Company LLC	53.60	11/26/2025
Total McClatchy Company LLC:	53.60	
Okland Construction Company Inc	18,268.00	11/28/2025
Total Okland Construction Company Inc:	18,268.00	
Pro Care Landscape Management	649.00	11/26/2025
	80.00	11/26/2025
	80.00	11/26/2025
	178.00	11/26/2025
Total Pro Care Landscape Management:	987.00	
QRS Consulting LLC	1,781.56	11/26/2025
	1,652.21	11/26/2025
Total QRS Consulting LLC:	3,433.77	
Scheidt & Bachmann USA Inc.	593.18	11/26/2025
Total Scheidt & Bachmann USA Inc.:	593.18	

Name	Check Amount	Check Issue Date
Security LLC - Plaza 121	342.51	11/26/2025
	15,234.17	11/03/2025
Total Security LLC - Plaza 121:	15,576.68	
Stability Networks Inc.	918.82	11/28/2025
	4,900.00	11/28/2025
	836.82	11/28/2025
	358.75	11/28/2025
Total Stability Networks Inc.:	7,014.39	
Story Commercial LLC	1,250.00	11/26/2025
Total Story Commercial LLC:	1,250.00	
Syringa Networks LLC	755.00	11/26/2025
Total Syringa Networks LLC:	755.00	
The Land Group Inc.	1,933.00	11/28/2025
	4,401.25	11/28/2025
Total The Land Group Inc.:	6,334.25	
The Potting Shed	65.00	11/26/2025
Total The Potting Shed:	65.00	
Tobin Rogers Photography LLC	2,100.00	11/26/2025
Total Tobin Rogers Photography LLC:	2,100.00	
Treasure Valley Coffee Inc	120.95	11/26/2025
	104.33	11/26/2025
Total Treasure Valley Coffee Inc:	225.28	
United Heritage	1,929.51	11/03/2025
Total United Heritage:	1,929.51	
US Bank - Credit Cards	21,891.97	11/10/2025
Total US Bank - Credit Cards:	21,891.97	
Veritas Material Consulting	1,120.00	11/28/2025
	4,480.00	11/28/2025
Total Veritas Material Consulting:	5,600.00	
Webster Media House	3,763.00	11/26/2025

Name	Check Amount	Check Issue Date
Total Webster Media House:	3,763.00	
Westerberg Aston and Assoc.	2,000.00	11/26/2025
Total Westerberg Aston and Assoc.:	2,000.00	
Western Specialty Contractors	48,007.67	11/28/2025
Total Western Specialty Contractors:	48,007.67	
Western States Equipment	404.70	11/26/2025
	495.06	11/26/2025
Total Western States Equipment:	899.76	
Wright Brothers	134,112.94	11/28/2025
Total Wright Brothers:	134,112.94	
Xerox Corporation	268.78	11/26/2025
Total Xerox Corporation:	268.78	
Grand Totals:	<u>2,545,402.27</u>	

Report Criteria:

Summary report type printed
Check.Voided = no

MINUTES OF MEETING
BOARD OF COMMISSIONERS
CAPITAL CITY DEVELOPMENT CORPORATION
Board Room, Fifth Floor, 121 N. 9th Street
Boise, ID 83702
November 3, 2025

I. CALL TO ORDER:

Vice Chair Stevens convened the meeting with a quorum at 12:00 p.m.

Roll Call attendance taken:

Present: Commissioner Drew Alexander, Commissioner Todd Cooper, Commissioner Latonia Haney Keith (arrived following action on the Consent Agenda), Commissioner Rob Perez, Commissioner Meredith Stead, Commissioner John Stevens, and Commissioner Alexis Townsend.

Absent: Commissioner Jimmy Hallyburton and Commissioner Lauren McLean.

Agency staff members present: John Brunelle, Executive Director; Doug Woodruff, Development Director; Alexandra Monjar, Senior Project Manager – Property Development; Kassi Brown – Project Manager; Joey Chen, Finance & Administration Director; Amy Fimbel, Senior Project Manager – Capital Improvements; Corrie Breeding, Project Manager – Property Development; Mary Watson, General Counsel; 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. Expenses

1. Approve Paid Invoice Report for September 2025

B. Minutes and Reports

1. Approve Meeting Minutes for September 22, 2025

C. Other

1. Approve Resolution 1949: 9th & Front ParkBOI Parking Garage, Stair Tower Enclosure and Elevator Modernization. Task Order 24-004 for Professional Design Services with Cushing Terrell
2. Approve Resolution 1948: 170 S. 28th Street, Finch. Type 1 Participation Agreement with Finch I, LLC.

Commissioner Cooper made a motion to approve the Consent Agenda.

Commissioner Stead seconded the motion.

Roll Call:

Commissioner Alexander - Aye

Commissioner Cooper - Aye
Commissioner Perez - Aye
Commissioner Stead - Aye
Commissioner Stevens - Aye
Commissioner Townsend - Aye

The motion carried 6 - 0.

IV. ACTION ITEM

Chair Haney Keith arrived at the meeting at 12:04 p.m.

A. CONSIDER Resolution 1950: 1010 W. Jefferson Street Commercial Space and Public Parking Facility. Real Property Disposition Policy

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

Commissioner Stead moved to adopt Resolution 1950 approving and adopting the Real Property Disposition Policy Specific to the 1010 W. Jefferson Street Commercial Space and Public Parking Facility (Westside District).

Commissioner Perez seconded the motion.

Roll Call:

Commissioner Alexander - Aye
Commissioner Cooper - Aye
Commissioner Haney Keith - Aye
Commissioner Perez - Aye
Commissioner Stead - Aye
Commissioner Stevens - Aye
Commissioner Townsend - Aye

The motion carried 7 - 0.

B. CONSIDER Resolution 1947: 1010 W. Jefferson Street Commercial Space and Public Parking Facility. Building Commissioning Services RFQ Ranking

Amy Fimbel, Senior Project Manager – Capital Improvements, gave a report.

Commissioner Perez moved to adopt Resolution 1947 approving the ranking for the RFQ - Building Commissioning Agent Services for the 1010 W. Jefferson Street Commercial Space and Public Parking Facility and authorize the Executive Director to negotiate and execute a professional services agreement for commissioning services.

Commissioner Cooper seconded the motion.

Roll Call:

Commissioner Alexander - Aye
Commissioner Cooper - Aye
Commissioner Haney Keith - Aye
Commissioner Perez - Aye
Commissioner Stead - Aye

Commissioner Stevens - Aye
Commissioner Townsend - Aye

The motion carried 7 - 0.

V. MEETING ADJOURNMENT

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

The meeting adjourned at 12:22 p.m.

ADOPTED BY THE BOARD OF DIRECTORS OF THE CAPITAL CITY DEVELOPMENT CORPORATION ON THE 8TH DAY OF DECEMBER 2025.

John Stevens, Vice Chair

Joey Chen, Secretary Pro Tem

RESOLUTION NO. 1952

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 THE DESTRUCTION OF CERTAIN RECORDS ELIGIBLE FOR DESTRUCTION PURSUANT TO THE PUBLIC RECORD RETENTION POLICY APPROVED ON MARCH 13, 2017, THROUGH THE ADOPTION OF RESOLUTION NO. 1487; AUTHORIZING THE AGENCY EXECUTIVE DIRECTOR TO DESTROY THOSE RECORDS CURRENTLY ELIGIBLE FOR DESTRUCTION; 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 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 ("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, on March 13, 2017, the Agency Board approved Agency Resolution No. 1487 which adopted the Agency's Public Records Retention Policy and Email Policy (the "Public Record Retention Policy"), consistent with Idaho Code Section 50-907 regarding the classification and retention of records; and,

WHEREAS, the Agency believes it to be beneficial to have the Agency Board approve the destruction of records identified on Exhibit A, attached to this Resolution and incorporated by reference as if set forth in total herein, which are currently eligible for destruction pursuant to the Public Record Retention Policy; and,

WHEREAS, the Agency has notified the Boise City Clerk in writing that certain records are scheduled for destruction and has invited the City to notify the Agency within 30 days whether they wish to retain all or a portion of said records at their own expense; and,

WHEREAS, the Agency recommends approval of the destruction of those records currently eligible for destruction according to the Public Record Retention Policy, unless the Boise City Clerk should respond affirmatively within the given time frame that they wish the records to be retained; and,

WHEREAS, the Agency Board finds it in the best interests of the Agency and the public to approve the destruction of those records currently eligible for destruction, provided that the Boise City Clerk does not indicate that the records should be retained.

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

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

Section 2: That the Agency Executive Director is authorized and directed to take all action to destroy the records listed on Exhibit A, attached hereto, including providing advance notice to the Boise City Clerk.

Section 3: 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 December 8, 2025. Signed by the Chair of the Agency Board of Commissioners and attested by the Secretary to the Agency Board of Commissioners on December 8, 2025.

URBAN RENEWAL AGENCY OF BOISE CITY

By: _____
John Stevens, Vice Chair

ATTEST:

By: _____
Joey Chen, Secretary Pro Tem



RECORDS DESTRUCTION EXHIBIT SUMMARY SHEET

By my signature below, I certify the following statements.

I have reviewed the list of documents on the attached Exhibit. The listed documents are semi-permanent or temporary records as described in the Public Records Retention Policy adopted by the CCDC Board on March 13, 2017. All the documents listed on the attached Exhibit are beyond the retention requirement and are therefore eligible for disposition.

The Boise City Clerk has been notified in writing of CCDC's intent to destroy these documents (see attached letter). CCDC will hold destruction of the documents until the date noted in the letter to provide the City Clerk an opportunity to request retention of the documents if they wish.

Kathy Wanner

Kathy Wanner

December 8, 2025

Date

EXHIBIT A

CCDC RECORDS ELIGIBLE FOR DESTRUCTION

Board Review Date: December 8, 2025 - Resolution 1952

Date	Contents	Retention Classification	Eligible Destruction Date & Review
	Digital and Paper		
	Accounting, Budget and Finance Records		
FY2020	Accounts Payable FY2020 A-I; Bank Reconciliation & Deposits	SEMI-PERMANENT	9/30/2025
FY2020	Accounts Payable FY2020 J - UN	SEMI-PERMANENT	9/30/2025
FY2020	Accounts Payable FY2020 US - Z	SEMI-PERMANENT	9/30/2025
FY2002 - FY2010	Office files from Megan Larson - FY2005-2008	SEMI-PERMANENT	9/30/2020
	Public Works Agreements		
10/18/2019	American Fire Protection - Capitol & Myrtle Dry System Flush	SEMI-PERMANENT	9/30/2025
3/27/2018	Anderson & Wood Construction Power Underground Assay Alley	SEMI-PERMANENT	9/30/2025
5/21/2019	Anderson & Wood Construction Power Underground 15th Street	SEMI-PERMANENT	9/30/2025
10/9/2018	Buss Mechanical - Cap & Main Drain Pipe Repair	SEMI-PERMANENT	9/30/2025
8/6/2019	Cable One/Sparklight - 5th Street Utility Undergrounding	SEMI-PERMANENT	9/30/2025
9/12/2018	Cable One/Sparklight - 15th Street Utility Undergrounding	SEMI-PERMANENT	9/30/2025
11/14/2019	Cable One/Sparklight - 15th Street Utility Undergrounding - Change Order 1	SEMI-PERMANENT	9/30/2025
12/5/2017	Capitol Landscape - Paver Transport	SEMI-PERMANENT	9/30/2025
9/5/2018	Capitol Landscape - Paver Transport II	SEMI-PERMANENT	9/30/2025
3/8/2020	Capitol Landscape Task Orders 19-001 - 19-006 (February 2019 - March 2020)	SEMI-PERMANENT	9/30/2025
11/1/2018	Capitol Landscape Work Requests 14-010 - 14-011 (March 2018 - Nov 2018)	SEMI-PERMANENT	9/30/2025
11/30/2018	Capitol Landscape Task Orders 14-014 - 14-016 (April 2018 - Nov 2018)	SEMI-PERMANENT	9/30/2025
2/5/2014	Capitol Landscape 2014-2019 On Call Brick & Landscape Svc	SEMI-PERMANENT	9/30/2025
8/14/2017	Color Craft Painting 9th Front Exterior Garage Painting	SEMI-PERMANENT	9/30/2025
6/28/2018	Copperhead Electric 9th & Main Garage Exit Audibles	SEMI-PERMANENT	9/30/2025
6/18/2018	Drake Mechanical 10th & Front Garage Water Source	SEMI-PERMANENT	9/30/2025
2/18/2020	Drake Mechanical Cap & Main Garage Hose Bib Line Repair	SEMI-PERMANENT	9/30/2025
8/7/2017	Frontier Fence - 429 S 10th Street	SEMI-PERMANENT	9/30/2025
11/2/2017	Gingerich Site & Underground 2017 - 2020 Landscape Maintenance Svcs	SEMI-PERMANENT	9/30/2025
11/28/2017	Gingerich Task Order 17-001 Landscape Mtnc 2017	SEMI-PERMANENT	9/30/2025
11/28/2017	Gingerich Task Order 17-002 8th St Snow Removal	SEMI-PERMANENT	9/30/2025

EXHIBIT A

CCDC RECORDS ELIGIBLE FOR DESTRUCTION

Board Review Date: December 8, 2025 - Resolution 1952

10/11/2018	Gingerich Task Order 17-003 & Amend 1 Landscape Mtnc FY2019	SEMI-PERMANENT	9/30/2025
11/30/2018	Guho Corp - BoDo Sidewalk Ramp Mods	SEMI-PERMANENT	9/30/2025
2/10/2018	Guho Corp - Main Street - 5th & 6th Street Approach Repair	SEMI-PERMANENT	9/30/2025
11/9/2017	Guho Corp - Wayfinding Prototype Sign Installation	SEMI-PERMANENT	9/30/2025
8/28/2018	Guho Corp - Wayfinding Prototype Sign Removal	SEMI-PERMANENT	9/30/2025
10/5/2018	Guho Corp - Grove Street Curb Removal	SEMI-PERMANENT	9/30/2025
7/2/2018	Guho Corp - CCDC Front Office Entry Remodel	SEMI-PERMANENT	9/30/2025
8/6/2019	Guho Corp - 5th Street Utility Undergrounding & Conduit	SEMI-PERMANENT	9/30/2025
12/3/2019	Guho Corp - CCDC Office Remodel - Phase 2	SEMI-PERMANENT	9/30/2025
12/2/2019	Guho Corp - CCDC Newsstand Installation	SEMI-PERMANENT	9/30/2025
3/27/2016	Guho Corp - CMGC Agmt & Amends 1 - 3 Broad Street Capitol Blvd to 2nd Street, 3/27/2016 - 1/9/2017	SEMI-PERMANENT	9/30/2025
1/2/2018	Guho Corp - PW Agmt & Cos 1 - 4 2017 Streetscape Improvements, 8/9/2017 - 1/2/2018	SEMI-PERMANENT	9/30/2025
9/28/2018	Guho Corp - CMGC Agmt - 2018 Central District, Amends 1 - 4 (2/13/18 - 8/5/18)	SEMI-PERMANENT	9/30/2025
4/3/2019	Guho Corp - PW Agmt 10th & Front Garage Concrete Repairs, COs 1 - 4	SEMI-PERMANENT	9/30/2025
11/30/2018	Guho Corp - PW Agmt 2018 River Street Streetscapes, CO 1	SEMI-PERMANENT	9/30/2025
6/30/2020	Guho Corp - PW Agmt 2019 Streetscapes, 6th St & Block 7 Alley, Cos 1 - 4	SEMI-PERMANENT	9/30/2025
8/1/2019	Hellmann Construction 9th & Main Garage Secure Bike Parking	SEMI-PERMANENT	9/30/2025
3/11/2020	Hellmann Construction Cap & Main Garage Exit Lane Repairs	SEMI-PERMANENT	9/30/2025
9/28/2017	McAlvain - CMGC Agmt - The Grove Plaza Renovation, GMP Amendment 1 - 3, Change Orders 1 - 7	SEMI-PERMANENT	9/30/2025
2/26/2018	Merit Professional Painting, ParkBOI Parking Garage Paint #1	SEMI-PERMANENT	9/30/2025
2/26/2018	Merit Professional Painting, ParkBOI Parking Garage Paint #2	SEMI-PERMANENT	9/30/2025
1/22/2018	MR Priest 2015-2018 On Call Contract	SEMI-PERMANENT	9/30/2025
1/3/2018	MR Priest Work Request 15-006 EV Charging Station Signage	SEMI-PERMANENT	9/30/2025
1/20/2018	MR Priest 2018-2020 On Call Contract	SEMI-PERMANENT	9/30/2025
3/14/2018	MR Priest Work Request 18-001 Pkg Garage Utility Signage	SEMI-PERMANENT	9/30/2025
5/16/2018	Pavement Specialties 8th Street Re-striping	SEMI-PERMANENT	9/30/2025
5/31/2019	Primary Electric - ParkBOI Garages LED Lighting Upgrades	SEMI-PERMANENT	9/30/2025
8/19/2019	Probst Electric - 5th Street Utility Undergrounding	SEMI-PERMANENT	9/30/2025
10/19/2019	Pro Care Landscape Task Order 19-001 FY20 Landscape & Irrigation Mtnc	SEMI-PERMANENT	9/30/2025

EXHIBIT A

CCDC RECORDS ELIGIBLE FOR DESTRUCTION

Board Review Date: December 8, 2025 - Resolution 1952

11/1/2019	Pro Care Holiday Lighting Agmts (FY18, FY19, & FY20)	SEMI-PERMANENT	9/30/2025
5/20/2019	Pro Care 2014-2019 On Call Landscape & Maintenance Svcs	SEMI-PERMANENT	9/30/2025
3/4/2019	Pro Care Task Orders 14-006 - 14-016 (FY 17, FY18 & FY20)	SEMI-PERMANENT	9/30/2025
1/13/2017	Quality Electric EV Charging Stations Install	SEMI-PERMANENT	9/30/2025
7/22/2020	Schindler Elevator - Cap Terrace Garage Elevator Modernization	SEMI-PERMANENT	9/30/2025
9/12/2019	Specialty Systems Cap Myrtle Garage Fire Proofing Patches	SEMI-PERMANENT	9/30/2025
8/19/2019	Syringa Networks 5th Street Utility Undergrounding	SEMI-PERMANENT	9/30/2025
1/30/2018	TMC,Inc 9th & Front Stair Tower Column Masonry Repair	SEMI-PERMANENT	9/30/2025
7/23/2019	TMC, Inc. 9th & Main CMU Wall Repair	SEMI-PERMANENT	9/30/2025
3/13/2015	Total Systems Services, HVAC Maintenance, 500 S 8th St	SEMI-PERMANENT	9/30/2025
2/27/2018	Total Systems Services, HVAC Maintenance, 421 N 10th St	SEMI-PERMANENT	9/30/2025
4/17/2018	Tri State Electric, Grove Plaza Transformer	SEMI-PERMANENT	9/30/2025
9/30/2020	Wash Worx - On Call Misc Public Works	SEMI-PERMANENT	9/30/2025
11/21/2019	Wash Worx Task Order 17-001 through Task Order 17-008	SEMI-PERMANENT	9/30/2025
3/11/2020	Wash Worx Work Requests 17-001 and 17-008	SEMI-PERMANENT	9/30/2025
3/20/2017	Wash Worx - PW Agmt - 8th Street Pressure Washing	SEMI-PERMANENT	9/30/2025
12/13/2017	Wash Worx - PW Agmt - 9th & Front Garage Safety Rail	SEMI-PERMANENT	9/30/2025
9/4/2017	Wash Worx - PW Agmt - BoDo Bike Racks	SEMI-PERMANENT	9/30/2025
12/5/2017	Watson Associates - PW Agmt - 9th & Front Rout & Seal Cracks	SEMI-PERMANENT	9/30/2025
3/21/2019	Watson Associates - PW Agmt - 9th & Main Garage PreCast Panel Project	SEMI-PERMANENT	9/30/2025
10/3/2019	Watson Associates - PW Agmt - 9th & Front - Level 7 & 8 Spall Repairs	SEMI-PERMANENT	9/30/2025
7/3/2014	Waston Associates - 2014 Waterproofing City Centre Garage & Change Order 1 and 2	SEMI-PERMANENT	9/30/2025
1/26/2017	Watson Associates - 10th & Front Garage Concrete Repairs & Change Order 1	SEMI-PERMANENT	9/30/2025
3/17/2018	Wright Brothers - Westside Urban Park CMGC Agreement	SEMI-PERMANENT	9/30/2025
5/16/2017	Yesco - Downtown Parking (ParkBOI) Garage Signage Project, inc Change Orders 1 &	SEMI-PERMANENT	9/30/2025
9/18/2018	Yesco - 10th & Front Garage Kiosk Project	SEMI-PERMANENT	9/30/2025
12/17/2018	Yesco - Capitol & Main Garage Sign Removal	SEMI-PERMANENT	9/30/2025

EXHIBIT A

CCDC RECORDS ELIGIBLE FOR DESTRUCTION

Board Review Date: December 8, 2025 - Resolution 1952

	Procurements: Invitations to Bid (ITB), Request for Proposals (RFP), Request for Qualifications (RFQ)		
4/19/2017	ITB - CCDC Downtown Garage Signage Project	SEMI-PERMANENT	9/30/2025
10/12/2016	RFQ - PW Contractors 2017 Streetscape Improvement Project	SEMI-PERMANENT	9/30/2025
6/29/2017	ITB - 2017 Streetscape Improvements Project	SEMI-PERMANENT	9/30/2025
8/3/2016	RFQ - Parking Operator	SEMI-PERMANENT	9/30/2025
7/22/2016	RFQ/P - IT Support Services	SEMI-PERMANENT	9/30/2025
11/21/2016	ITB- 10th & Front Garage Concrete Repairs	SEMI-PERMANENT	9/30/2025
	RFP - DPPS Security Services Company	SEMI-PERMANENT	9/30/2025
	RFP - Front Myrtle Consultant	SEMI-PERMANENT	9/30/2025
	RFQ - CMGC - LIV District	SEMI-PERMANENT	9/30/2025
	ITB - Informal - DPPS Security Cameras (Enter/Exit)	SEMI-PERMANENT	9/30/2025
6/5/2012	ITB - 2012 Waterproofing Project	SEMI-PERMANENT	9/30/2025
8/8/2011	ITB Watercooler Parking Lot	SEMI-PERMANENT	9/30/2025
6/10/2010	ITB 1401 W Idaho Project	SEMI-PERMANENT	9/30/2025
8/18/2010	ITB - 2010 Transit Shelters	SEMI-PERMANENT	9/30/2025
1/10/2014	Quote- Records Scanning	SEMI-PERMANENT	9/30/2025
6/15/2012	ITB - 2012 Power Washing	SEMI-PERMANENT	9/30/2025
10/12/2011	RFP - Modern Meter	SEMI-PERMANENT	9/30/2025
6/3/2010	RFQ - Economic Feasibility Consultant	SEMI-PERMANENT	9/30/2025
9/15/2015	ITB - Pioneer Pathway Ph 3	SEMI-PERMANENT	9/30/2025
10/15/2015	ITB - Brick Engraving - 1st Gen Grove Plaza	SEMI-PERMANENT	9/30/2025
	Public Records Requests		
3/10/2022	Regina Rojas - Hotel 43	TEMPORARY	3/10/2025
3/10/2022	Sharon Ullman - Ada County Parking	TEMPORARY	3/10/2025
5/5/2022	Charnvith Sukpanichnant - Police Report	TEMPORARY	5/5/2025
6/8/2022	Jay Story - Artiach Purchase	TEMPORARY	6/8/2025
6/13/2022	Don Day - Four Projects WXYZ	TEMPORARY	6/13/2025
9/8/2022	Megan Curtis - Appraisal Report 701 703 8th Street	TEMPORARY	9/8/2025
9/16/2022	Sarah Tschohl - Civic Plaza Parking Mgmt Plan	TEMPORARY	9/16/2025

EXHIBIT A

CCDC RECORDS ELIGIBLE FOR DESTRUCTION

Board Review Date: December 8, 2025 - Resolution 1952

9/20/2022	Dane Armbruster - Appraisal Reports	TEMPORARY	9/20/2025
10/14/2022	Erin Sheridan - Interfaith Emails	TEMPORARY	10/14/2025
	Administrative Records, including Digital Files		
10/11/2019	Surplus Disposition List - Misc obsolete maps	SEMI-PERMANENT	9/30/2025
3/4/2019	Surplus Disposition List - office furniture	SEMI-PERMANENT	9/30/2025
3/21/2018	Surplus Disposition List - Pavers	SEMI-PERMANENT	9/30/2025
3/16/2016	Surplus Disposition List - Office chairs/shelving	SEMI-PERMANENT	9/30/2025
6/12/2015	Surplus Disposition - Parking Eqmt	SEMI-PERMANENT	9/30/2025
1/15/2015	Surplus Disposition - Parking Eqmt	SEMI-PERMANENT	9/30/2025
12/23/2014	Surplus Disposition - Parking Eqmt	SEMI-PERMANENT	9/30/2025
3/12/2015	Surplus Disposition - Parking Eqmt	SEMI-PERMANENT	9/30/2025
1/15/2015	Surplus Disposition - Parking Eqmt	SEMI-PERMANENT	9/30/2025
			9/30/2025
	Insurance, Risk Management and Safety Records		
2014 and prior	Consultant & Contractor Insurance Verification Acord or similar certificates for projects completed prior to December 31, 2014	SEMI-PERMANENT	12/31/2025



December 8, 2025

Jamie Heinzerling
City Clerk
cityclerk@cityofboise.org
PO Box 500
Boise, ID 83701

Re: CCDC - Public Records Disposition

Dear Ms. Heinzerling,

Attached is Capital City Development Corporation's Resolution 1952 which was presented and adopted by the Board on December 8, 2025. This resolution authorizes the disposition of the attached temporary and/or semi-permanent records.

In compliance with Idaho Code Section 50-907 and the CCDC Public Records Retention Policy (approved on March 13, 2017, through the adoption of CCDC Resolution 1487), we are notifying you of our intent to destroy these records.

If you would like any of these documents to be retained, please notify me by January 9, 2026. If CCDC does not hear from you by that date, we will proceed with the destruction of these records on or after January 9, 2026.

Please contact me by phone at 208-384-4264 or email at kwanner@ccdcboise.com if you have any questions or require further information.

Sincerely,

Kathy Wanner
Contracts Manager



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V.
ACTION
ITEMS



AGENDA BILL

Agenda Subject: Consider Resolution 1951: 1010 W. Jefferson Street Commercial Space and Public Parking Facility. Amendment No. 1 to the CM/GC Agreement with Okland Construction Company, Inc.		Date: December 8, 2025
Staff Contacts: Amy Fimbel Senior Project Manager	Attachments: A: Resolution 1951 B. Amendment No. 1 to CM/GC Agreement with Okland Construction Company, Inc.	
Action Requested: Adopt Resolution 1951 approving and authorizing the execution of Amendment No. 1 to the CM/GC agreement with Okland Construction Company, Inc. for the 1010 W. Jefferson Street Commercial Space and Public Parking Facility project.		

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 at 1010 W. Jefferson Street that will serve existing and future businesses as well as the surrounding community. Redevelopment of the site began in November 2024, with KPFF, Inc. selected for design services in January 2025. Okland Construction (“Okland”) was approved as the Construction Manager in March 2025, and the project received Design Review approval from the City of Boise in August 2025. The facility is expected to become the seventh garage in the ParkBOI public parking system.

The Construction Manager/General Contractor (CM/GC) construction delivery method requires that the construction agreement be amended as the project moves forward so that the parties can initiate general contractor services, set the construction price, address construction complexities and related financial details, and procure long lead-time materials. To prepare the site for redevelopment, the existing building must be demolished, and a specialty subcontractor engaged to design and install the rammed aggregate pier foundation system before full garage construction begins.

Okland publicly bid the demolition and rammed aggregate pier foundation scope of work and is required to award the contracts to the lowest responsive bidders, in accordance with Idaho Code § 54-4511. Agency staff attended the bid opening. With the Board’s approval of Resolution 1951, Okland will begin awarding subcontracts and commence this initial phase of construction.

Amendment No. 1 to the CM/GC agreement with Okland approves GMP 1 in the amount of \$747,116 for the demolition of the existing 1010 W. Jefferson St building and the rammed aggregate pier foundation system. The Agency will seek Board approval to execute a subsequent

amendment for the remaining construction services next summer, with construction of the 1010 Project anticipated to begin in July 2026.

Fiscal Notes:

The FY2026 approved budget has adequate funds available for Amendment No. 1.

Staff Recommendation:

Adopt Resolution 1951 approving and authorizing the execution of Amendment No. 1 to the CM/GC agreement with Okland Construction Company, Inc. for the 1010 W. Jefferson Street Commercial Space and Public Parking Facility project.

Suggested Motion:

I move to adopt Resolution 1951 approving and authorizing the execution of Amendment No. 1 to the CM/GC agreement with Okland Construction Company, Inc. for the 1010 W. Jefferson Street Commercial Space and Public Parking Facility project.

Attachment A

Resolution 1951

RESOLUTION NO. 1951

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 AMENDMENT NO. 1 TO THE CONSTRUCTION MANAGER / GENERAL CONTRACTOR (CM/GC) AGREEMENT BETWEEN THE AGENCY AND OKLAND CONSTRUCTION COMPANY, INC. FOR THE 1010 W. JEFFERSON STREET COMMERCIAL SPACE AND PUBLIC PARKING FACILITY PROJECT; AUTHORIZING THE AGENCY'S EXECUTIVE DIRECTOR TO EXECUTE AMENDMENT NO. 1 TO THE AGREEMENT; AUTHORIZING THE EXPENDITURE OF FUNDS INCLUDING A CONTIGENCY FOR UNFORSEEN CIRCUMSTANCES; 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 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 Agency is empowered by the Act, among other things, to construct off-street parking facilities, to finance the construction, operation, and maintenance of such facilities, and to enter into agreements necessary or convenient to the exercise of such powers; and,

WHEREAS, the Agency owns, maintains, and operates the ParkBOI public parking system which includes six (6) public parking garages, in part as a significant investment in implementing the Downtown Urban Renewal Plans and providing for economic growth in downtown Boise; and,

WHEREAS, using the real property it owns, addressed as 1010 W. Jefferson Street, Boise, the Agency intends to develop a mixed-use, multi-story, public parking facility to further enhance economic vitality and achieve the objectives of the Westside Plan; and,

WHEREAS, due to the complexities of constructing a mixed-use, multi-story, public parking facility, the Agency determined that the best approach for construction of the improvements was to hire a Construction Manager/General Contractor (“CM/GC”); and,

WHEREAS, upon approval of Resolution No. 1919 by its Board of Commissioners on March 10, 2025, the Agency entered into a CM/GC Agreement with Okland Construction Company, Inc. for the 1010 W. Jefferson Street Commercial Space and Public Parking Facility Project (“Project”) using the CM/GC construction delivery method; and,

WHEREAS, the CM/GC construction delivery method contemplates that the construction agreement should be amended from time to time as the construction project moves forward so that the parties to the agreement can best address construction complexities and pertinent financial details including procurement of long lead-time materials and buy-out of subcontracts; and,

WHEREAS, the Agency and Okland Construction Company, Inc., desire to amend the CM/GC construction agreement at this time with the execution of Amendment No. 1 to the Standard Agreement and General Conditions Between Owner and Construction Manager, attached as Exhibit A, in order to establish a Guaranteed Maximum Price (“GMP”) for the initial phase of construction services associated with the Project; and,

WHEREAS, the Agency Board of Commissioners finds it to be in the best public interest to approve Amendment No. 1 and to authorize the Agency’s 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 Amendment No. 1 to the Construction Manager / General Contractor construction agreement between the Agency and Okland Construction Company, Inc., attached hereto as Exhibit A and incorporated herein by reference, is approved as to both form and content.

Section 3: That the Agency Executive Director is hereby authorized to execute Amendment No. 1 to the Construction Manager / General Contractor construction agreement with Okland Construction Company, Inc. approving the Guaranteed Maximum Price of SEVEN HUNDRED FORTY-SEVEN THOUSAND ONE HUNDRED SIXTEEN DOLLARS (\$747,116), consistent with the Board’s stated instructions at the December 8, 2025, Agency Board Meeting.

Section 4: That the Agency Executive Director is further authorized to expend funds for the Guaranteed Maximum Price amount plus up to 5% of that amount for contingencies if determined necessary in his best judgment.

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 December 8, 2025. Signed by the Chair of the Agency Board of Commissioners and attested by the Secretary to the Agency Board of Commissioners on December 8, 2025.

URBAN RENEWAL AGENCY OF BOISE CITY

By: _____
John Stevens, Vice Chair

ATTEST:

By: _____
Joey Chen, Secretary Pro Tem

Attachment B

**Amendment No. 1 to CM/GC Agreement
with Okland Construction Company, Inc.**

**AMENDMENT NO. 1 TO THE
STANDARD AGREEMENT AND GENERAL CONDITIONS
BETWEEN OWNER AND CONSTRUCTION MANAGER
(WHERE THE CM IS AT-RISK)**

DATED _____, 2025

Pursuant to Section 3.4 of the Agreement dated May 14, 2025, between the Owner, Capital City Development Corporation, and the Construction Manager, Okland Construction Company, Inc. for the 1010 W. Jefferson Street Commercial Space and Public Parking Facility Project located in downtown Boise, the Owner and the Contractor desire to establish a Guaranteed Maximum Price (the "GMP") for the portion of Work to include building demolition and design and installation of a rammed aggregate pier foundation system. The Owner and the Contractor hereby agree as follows:

ARTICLE 1 GUARANTEED MAXIMUM PRICE

The Contractor's GMP for the Work, including the Cost of the Work as defined in Article 8 and the Contractor's Fee as set forth in Section 7.3 is SEVEN HUNDRED FORTY-SEVEN THOUSAND ONE HUNDRED SIXTEEN DOLLARS (\$747,116).

The GMP is for the performance of the portion of Work in accordance with the exhibits listed below, which are a part of this Agreement.

- EXHIBIT A: Assumptions and Clarifications; Schedule; and Scope of Work (Division 02 and Division 31) (2 pages)
- EXHIBIT B: GMP Summary (1 page)
- EXHIBIT C: General Conditions (1 page)
- EXHIBIT D: General Requirements (1 page)

ARTICLE 2 DATE OF SUBSTANTIAL COMPLETION

The Date of Substantial Completion is April 24, 2026.

ARTICLE 3 DATE OF FINAL COMPLETION

The Date of Final Completion of the Work is Twenty-One (21) Days after the Date of Substantial Completion, subject to adjustments as provided for in the Contract Documents.

ARTICLE 4 CONTRACT DOCUMENTS

Section 15.1 Existing Contract Documents is hereby amended as follows:

15.1(d) Exhibit D is updated to include Construction Manager's Labor Rates

[End of Amendment No. 1 | *Signatures appear on the following page.*]

IN WITNESS WHEREOF, OWNER AND CONSTRUCTION MANAGER have executed this Agreement with an effective date as first written above.

OWNER: Capital City Development Corporation

BY: _____
John Brunelle, Executive Director

Date: _____

Approved as to Form:

Mary Watson, General Counsel

CONSTRUCTION MANAGER: Okland Construction Company, Inc.

BY:  _____
Brett Okland, President

Date: December 3, 2025

END OF DOCUMENT

Budget Info / For Office Use	
Fund/District	303
Account	6250
Activity Code	25019
PO #	250062
GMP 1 Completion	May 2026
Contract Term	December 2027



ASSUMPTIONS & CLARIFICATIONS

Jefferson Street Parking Facility

BP-01 Demo and Rammed Aggregate Pier GMP

Date: December 1, 2025

CONSTRUCTION COST & SCHEDULE

1. Pricing is based on the following:
 - a. Building Survey Report titled Existing Facility Analysis at 1010 W. Jefferson St. Commercial Space & Public Parking.
2. The following document describes assumptions and clarifications made in the preparation for Bid Package 01-Demo and Rammed Aggregate Piers.
3. Preconstruction fees for Okland Construction are not included in the proposal.
4. General Conditions are based on projected 2026 labor rates, as these have not been finalized at the time of proposal. Future bid packages will reflect the finalized 2026 rates.

Commercial Terms:

1. Subcontractor Default Insurance	1.10 %
2. General Liability	0.94 %
3. Payment and Performance Bond - Surety	0.85 %
4. Escalation	None
5. Design Contingency	None
6. Construction Contingency	3.00 %
7. Contractor Fee	5.00 %

ABATEMENT & DEMO CONSTRUCTION SCHEDULE – 2.9 Months

Mobilization Abatement (by Owner)	November 24, 2025
• Remove two windows for chute	November 24 – 28, 2025 (4 days)
• Abatement of interior items	November 24 – 28, 2025 (4 days)
• Abatement of windows in alley (if necessary)	December 15-17, 2025 (3 days)
• Finish abatement windows	February 9-13, 2026
Mobilization DEMO (by GC)	January 26, 2026
• Demo chimney to roof line	December 15-17, 2025 (3 days)
• Set Temp Fence	January 26, 2026
• Set SWPPP	January 26, 2026
• Demo interior	January 26 – February 13, 2026
• Alley Clear/Accessible – <u>pending availability</u>	February 16, 2026.
• Building removal	February 16- March 27, 2026.
• Backfill	March 30 thru April 24, 2026.

Substantial Completion for Demolition April 24, 2026
 Rammed Aggregate Pier installation per Project Schedule – Run Date 9/3/2025

Contingency:

Okland has included a Construction Contingency in the amount of 3.00% of the total cost.

Permits / Fees and Code Review:

1. Demo permit costs are included. The proposal does not include the cost of any other permits or fees.
2. No development fees, utility surcharges or utility connection fees are included.

Temporary Facilities and Utilities:

1. Temporary Power for work is included.
2. Temporary Lighting for work is included.
3. Dust control will be limited to areas disturbed by Okland construction activities.
4. No full-time or overnight security is included.

Owner Provided Items (Costs not Included in the Estimate):

1. The following items are not included:
 - a. Builders Risk
 - b. 3rd-Party Inspection Fees.
 - c. Architect/Engineer submittal re-review fees.
 - d. Design fees (Architectural fees, consultant fees, etc.).
 - e. Architect / Engineer (AE) inspections or reviews.
 - f. Commissioning agent(s) and associated fees.
 - g. Materials testing and special inspections fees including, but not limited to:
 - i. Core testing.
 - ii. Special Inspections.
 - iii. Monitoring of existing columns during excavation activities.
 - h. All Fees & Permits for Building, Site, Off-Site, etc. unless stated otherwise.
 - i. Utility Connections Fees & Designs.
- Survey / Construction Easements.
- j. Archaeological inspections.
 - k. Environmental studies and reports.
 - l. Geotechnical report and Geo-technical inspection fees.
 - m. Artwork, statue, and pictures.
 - n. All inspections including city, county, fire marshal, or private utility inspections.
 - o. Survey and removal and disposal of contaminated soils, lead, or asbestos is not included.

ALLOWANCES INCLUDED IN OUR ESTIMATE:

1. NA

NOTES

1. Temporary construction fence and scrim is included for the building site until full construction begins July 2026.
2. Salvaging of signage to be re-used is included.
3. Traffic Control and sidewalk closure is included. Controlled by Demo Contractor.

INCLUSIONS

DIVISION 02 – EXISTING CONDITIONS

4. Demolition and disposal of existing structure.
5. Backfill basement opening.
6. Survey is included.
7. SWPPP is included.

DIVISION 31 – RAMMED AGGREGATE PIERS

1. Foundation improvements.
 - Pier Add – \$275 each.
 - Pier Deduct - \$200 each.

End of Assumptions and Clarifications

EXHIBIT B - GMP SUMMARY

JEFFERSON PARKING GARAGE BP-01

Demolition & Rammed Aggregate Piers
 Capital City Development Corp
 12/1/2025



		BP-01 DEMOLITION AND RAMMED AGGREGATE PIERS	
DESCRIPTION		RECOMMENDED AWARD	SCHEDULE OF VALUES
DIV 02	DEMOLITION	Ideal Demolition Services	434,000
DIV 02	SURVEYING	Idaho Survey Group	11,995
DIV 31	RAMMED AGGREGATE PIER	Geopier Northwest	80,500
DIV 31	SWPPP	Silverleaf	3,658
DIV 32	FENCING	AAA Fence	5,887
	GENERAL CONDITIONS	Okland	93,996
	GENERAL REQUIREMENTS	Okland	38,525
SUBTOTAL DIRECT CONSTRUCTION COST		-	668,562
3.00%	PROJECT RISK CONTINGENCY	\$	22,413
0.94%	GENERAL LIABILITY INSURANCE	\$	7,023
0.00%	BUILDERS RISK INSURANCE	\$	-
1.10%	SUBCONTRACTOR DEFAULT INSURANCE	\$	8,218
0.85%	PAYMENT AND PERFORMANCE BOND	\$	6,350
5.00%	CONTRACTOR FEE	\$	34,549
TOTAL CONSTRUCTION COST			747,116

EXHIBIT C - GENERAL CONDITIONS

Jefferson Parking Garage
Capital City Development Corp

DEMOLITION



Project Start	26-Jan-26
Substantial Completion	24-Apr-26
Final Completion	24-Apr-26
Building sf	25,000

Project Duration Sub. Complete	Days	88
Project Duration Final Complete	Days	88
Project Duration	Week	12.5714
Project Duration	Mon	2.9

DESCRIPTION	COMMENTS	QUANTITY		DURATION		LABOR		MATERIAL		EQUIPMENT		TOTAL
		Qty	U/M	Qty	U/M	Rate	Labor	Cost	Matl	Cost	Equip	
JOBSITE MANAGEMENT												
Project Management												
Project Director	.8 HR/week - 10.05 hours	0.02	EA	12.6	WK	8,640	2,172	-	-	-	-	2,172
Project Manager	2 HR/week - 25.14 hours	0.05	EA	12.6	WK	6,120	3,847	-	-	-	-	3,847
Field Supervision												
Project Superintendent	40-50 HR/week - 628 hours	1.00	EA	12.6	WK	6,040	75,931	-	-	-	-	75,931
Support												
Scheduler	.3 HR/week - 4 hours	0.008	EA	12.6	WK	5,320	532	-	-	-	-	532
Project Accountant	2 HR/week - 25.14 hours	0.05	EA	12.6	WK	3,840	2,414	-	-	-	-	2,414
Corporate Safety*	included in fee	0.00	EA	12.6	WK	7,640	-	-	-	-	-	-

JOBSITE MANAGEMENT 84,897

OFFICES, STORAGE, FURNISH, SETUP												
Office Trailer		0.0	EA	2.9	MN	-	-	50	-	1,125	-	-
Telephone / Internet		0.0	EA	2.9	MN	-	-	250	-	-	-	-
Cellular Phones		1.0	EA	6.2	MM	-	-	143	883	-	-	883
IT Equipment & Support		1.0	EA	6.2	MM	-	-	1,072	6,620	-	-	6,620
Copy Machine	Includes toner, etc.	0.0	EA	2.9	MN	-	-	90	-	450	-	-
Office Furnishings		0.0	EA	1.0	LS	-	-	1,000	-	-	-	-
Office Supplies		0.0	EA	12.6	WK	-	-	175	-	-	-	-

OFFICES, STORAGE, FURNISH, SETUP 7,504

VEHICLES												
Pick-Up Truck/SUV		1.0	EA	3.1	MM	-	-	400	1,251	-	-	1,251

VEHICLES 1,251

CONTRACT DOCUMENTATION												
Contract Documents		1.0	EA	1.0	LS	-	-	200	200	-	-	200
Mail & Shipping		1.0	EA	2.9	MN	-	-	0	-	-	-	-
Progress Photos		1.0	EA	2.9	MN	-	-	50	144	-	-	144

CONTRACT DOCUMENTATION 344

TOTALS												
						LABOR	84,897	MAT	9,099	EQUIP	0	93,996

EXHIBIT D - GENERAL REQUIREMENTS

Jefferson Parking Garage
GENERAL REQUIREMENTS
 December 1, 2025



DESCRIPTION OF WORK	QTY	UM	UNIT PRICE	FULL GR SUBTOTAL	GEN REQ SUBTOTAL
Z GENERAL					
Z10 GENERAL REQUIREMENTS					
Z1020 ADMINISTRATIVE REQUIREMENTS SITE UTILITY INVESTIGATION-POTHOLE-SOIL DISTURBANCE PERMIT	1	EA	\$ 2,000.00	\$ 2,000	\$ 2,000
Z1040 QUALITY REQUIREMENTS QUALITY CONTROL FIELD QUALITY CONTROL SOFTWARE	2.9	MN	\$ 1,718.37	\$ 4,958	\$ 4,958
MEP COORDINATION - COMPLETE ONCE GETS GREG MODEL AND MENU MEP COORDINATION - RECOVERY OF FREON	1	EA	\$ 3,000.00	\$ 3,000	\$ 3,000
Z1050 TEMPORARY MEASURE REQUIREMENTS TEMPORARY UTILITIES TEMPORARY POWER HOOK-UP	1	EA	\$ 2,500.00	\$ 2,500	\$ 2,500
CHEMICAL TOILETS	2.9	MN	\$ 562.50	\$ 1,623	\$ 1,623
HAND WASHING STATIONS	2.9	MN	\$ 145.00	\$ 418	\$ 418
PROJECT SIGNAGE - SAFETY, LABOR LAWS	1	EA	\$ 1,000.00	\$ 1,000	\$ 1,000
DUST CONTROL DRINKING WATER CONSUMPTION	2.9	MN	\$ 100.00	\$ 289	\$ 289
STREET CLEANING	1	EA	\$ 5,000.00	\$ 5,000	\$ 5,000
Z1070 WORK EXECUTION REQUIREMENTS MISC TOOLS SMALL TOOLS	1	EA	\$ 500.00	\$ 500	\$ 500
SAFETY MAINTENANCE FIRST AID SUPPLIES	2.9	MN	\$ 100.00	\$ 289	\$ 289
SAFETY START-UP KIT	1	EA	\$ 195.00	\$ 195	\$ 195
DRUG TESTING	2.9	MN	\$ 275.00	\$ 793	\$ 793
BARRIER/DEBRIS PROTECTION MANAGEMENT ADJACENT PROPERTIES	1	EA	\$ 15,000.00	\$ 15,000	\$ 15,000
PERSONAL PROTECTIVE EQUIPMENT(PPE)	2.9	MN	\$ 125.00	\$ 361	\$ 361
FIRE EXTINGUISHERS	2	EA	\$ 300.00	\$ 600	\$ 600
TOTAL				\$ 38,525	\$ 38,525



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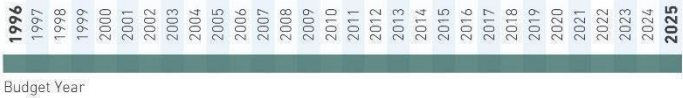


DATE: December 8, 2025
 TO: Latonia Haney Keith, Chair
 Board of Commissioners
 FM: John Brunelle, Executive Director
 RE: CCDC Monthly Report

RIVER MYRTLE - OLD BOISE DISTRICT

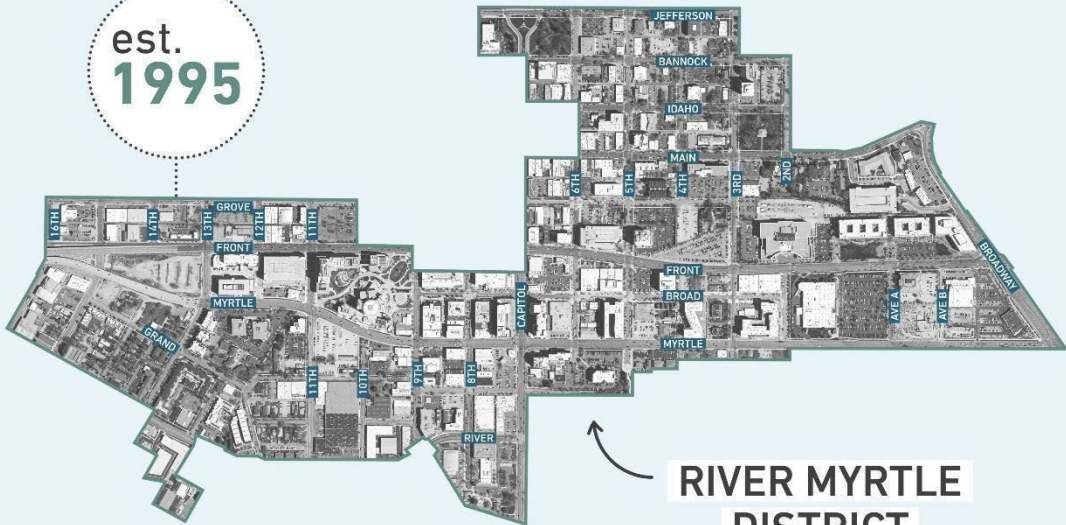


303 ACRES



Budget Year

est.
1995



RIVER MYRTLE DISTRICT

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 complete at the beginning of September, and reimbursement was paid on September 30th. *Project Lead: Corrie Brending*

Infrastructure

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. The Agency is contracting with Guho Corp. for pre-construction and construction services. Construction began in December 2024, and all major streetscape improvements are complete and open to the public. Utility work is wrapping up to complete the project. *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 completed work on the east side of the roadway and at the Fulton Street intersection. All traffic control has been removed, and the roadway and intersections are open to both vehicle and pedestrian traffic. Final completion is anticipated at the end of December. *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 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. Final completion is anticipated at the end of December. *Project Lead: Megan Pape*

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.

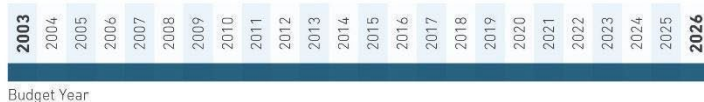
Special Projects

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



est.
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 selected KPFF, Inc. to provide design services, and the Board approved Task Order 2 with KPFF, Inc. in February for schematic design. In March, the Board authorized the Agency to contract with Okland for preconstruction services. The project received Design Review approval from the City of Boise in August, and the Board approved Task Order 24-004 with KPFF, Inc. to complete design services. In September, the Board approved a Letter of Intent with the Treasure Valley YMCA for The Kissler Family Early Education Center condominium included on the ground floor of the project. The inclusion of a daycare center in the project supports the goals of the Agency and the West Side District to encourage economic development and provide infrastructure to support additional private investment and mixed-use redevelopment. In November, the Board approved a unique real property disposition policy for competitive disposition of the remaining five ground floor commercial condominiums, and approved selection of NWESI following an RFQ process to perform commissioning services. In December, the Agency will provide the Board with an update



on a draft Request for Proposals for the commercial condominium disposition and request approval of an amendment to the CM/GC contract with Okland for construction work to prepare the site for development. *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 the 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. Interior asbestos remediation occurred in the week of November 24, 2025. Interior demolition could begin as early as mid-December 2025 with full demolition of the building anticipated to start mid-February. *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 are 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 systems, streetlights, and bike racks. The Board approved the Type 1 Agreement on August 11, 2025, meeting and construction are 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). Construction of the improvements on Bannock Street between 13th Street and 16th Street was completed in September 2025. McAlvain Construction will return in Spring 2026 to complete the final block of improvements between 12th and 13th Streets. *Project Lead: Amy Fimbel*

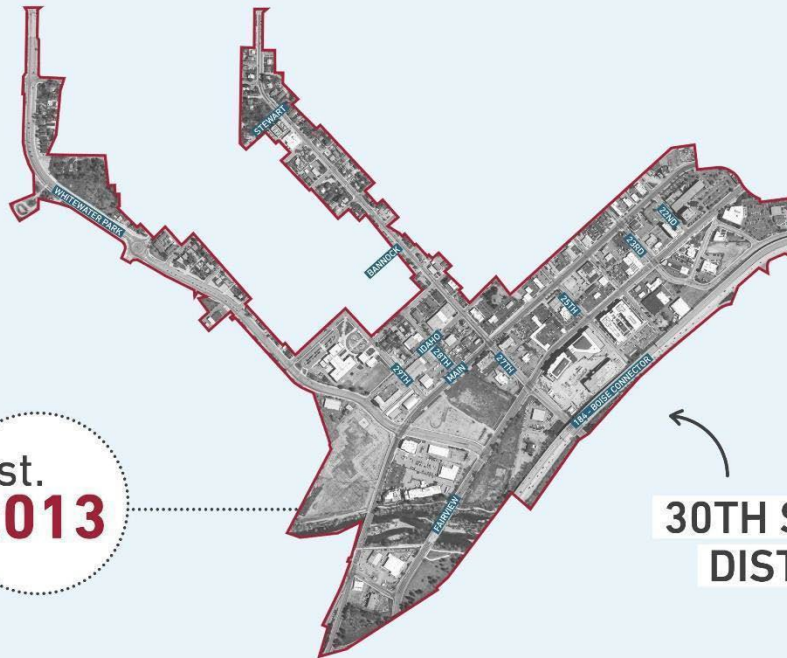
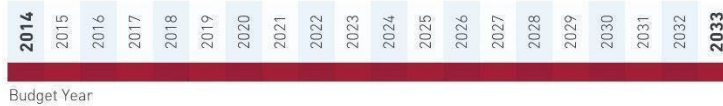
Mobility

Special Projects

30TH STREET DISTRICT



213 ACRES



est.
2013

30TH STREET DISTRICT

DISTRICT MAP



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 are at \$1.2 million. The Board approved a final agreement in April 2023. *Project Lead: Corrie Brending*

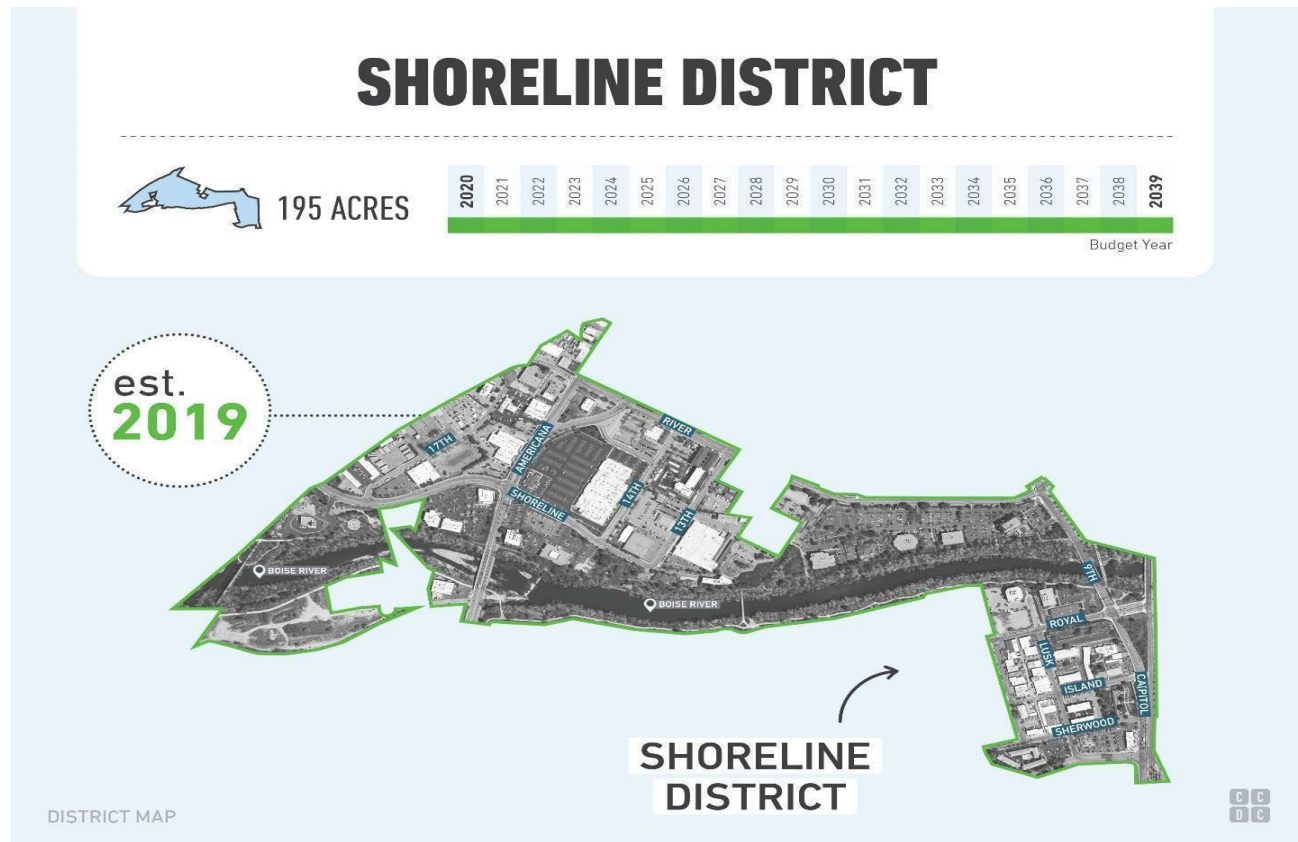
114 N. 23rd St. - New Path 2 - PP Type 3: This second phase of New Path, a permanent supportive housing development, is comprised of 96 multi-family units and space for ancillary support services. This project is being developed by Pacific West Communities, Inc. with Low-Income Housing Tax Credits (LIHTC) 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. The Board approved the final agreement on November 3rd, and construction is underway. *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 project is now complete, and cost documentation has been submitted for review. *Project Lead: Corrie Brending*



Economic Development

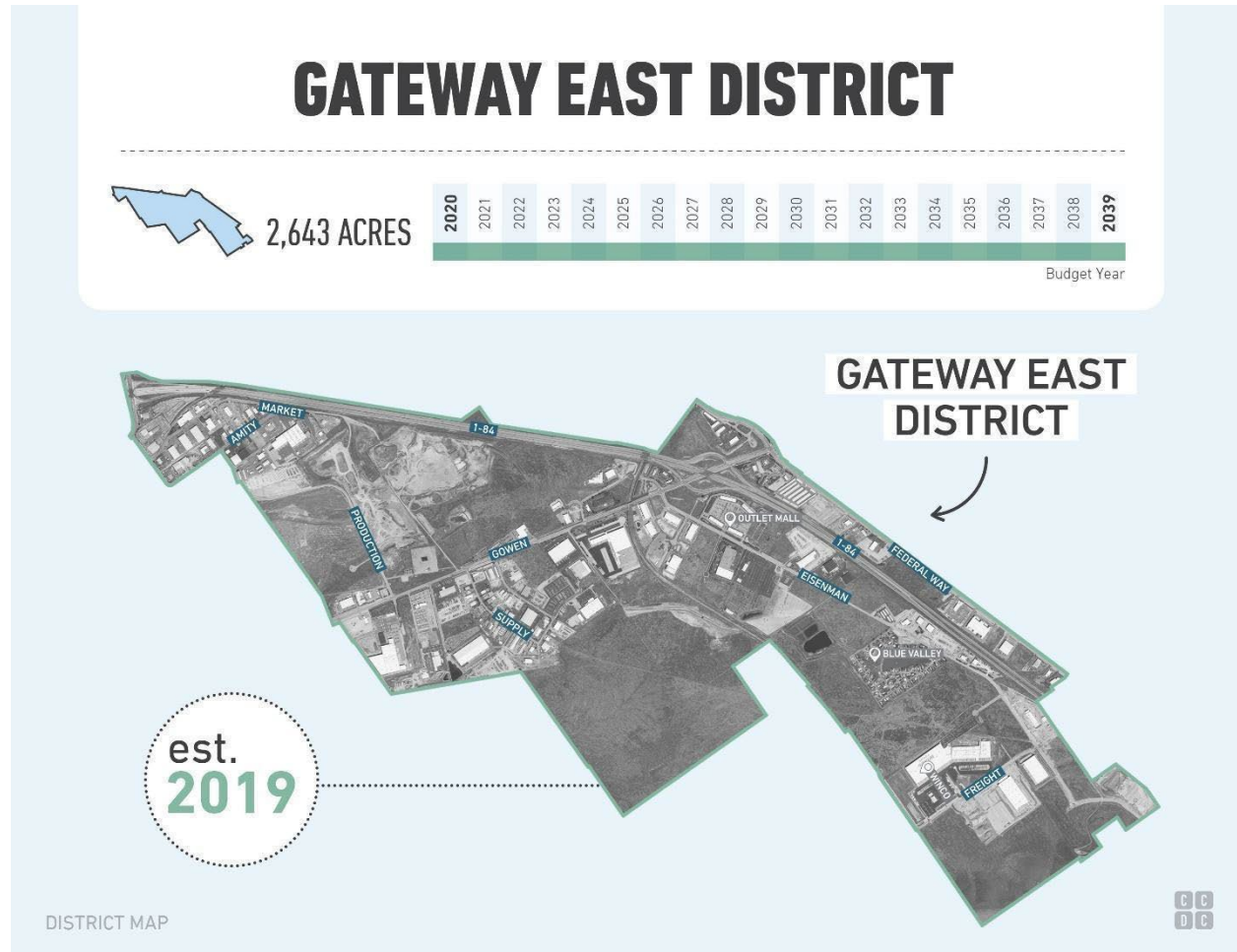
1025 S. Capitol Blvd. – Capitol Campus: J. Fisher Companies plans to construct a two-phase project on property owned by the City of Boise and Boise State University. The project is to include mixed-use affordable housing, structured parking, office space, and a hotel. The J. Fisher team has been working 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 Street and 16th Street corridors, including reestablishing an urban street

grid. This study will also assess public and private investment opportunities. *Project Lead: Alexandra Monjar, Kassi Brown*

Mobility

Greenbelt Separated Path Improvements - North Shore between 9th Street and Americana Boulevard: This project will construct a second parallel pathway adjacent to the existing greenbelt to increase capacity and provide separate facilities for pedestrians and cyclists. This project will be a partnership with the City of Boise Parks and Recreation Department and adjacent property owners. The Agency is in the pre-development stage working on an RFQ to hire a design team that will develop alignment concepts and conduct community engagement. *Project Lead: Toby Norton*



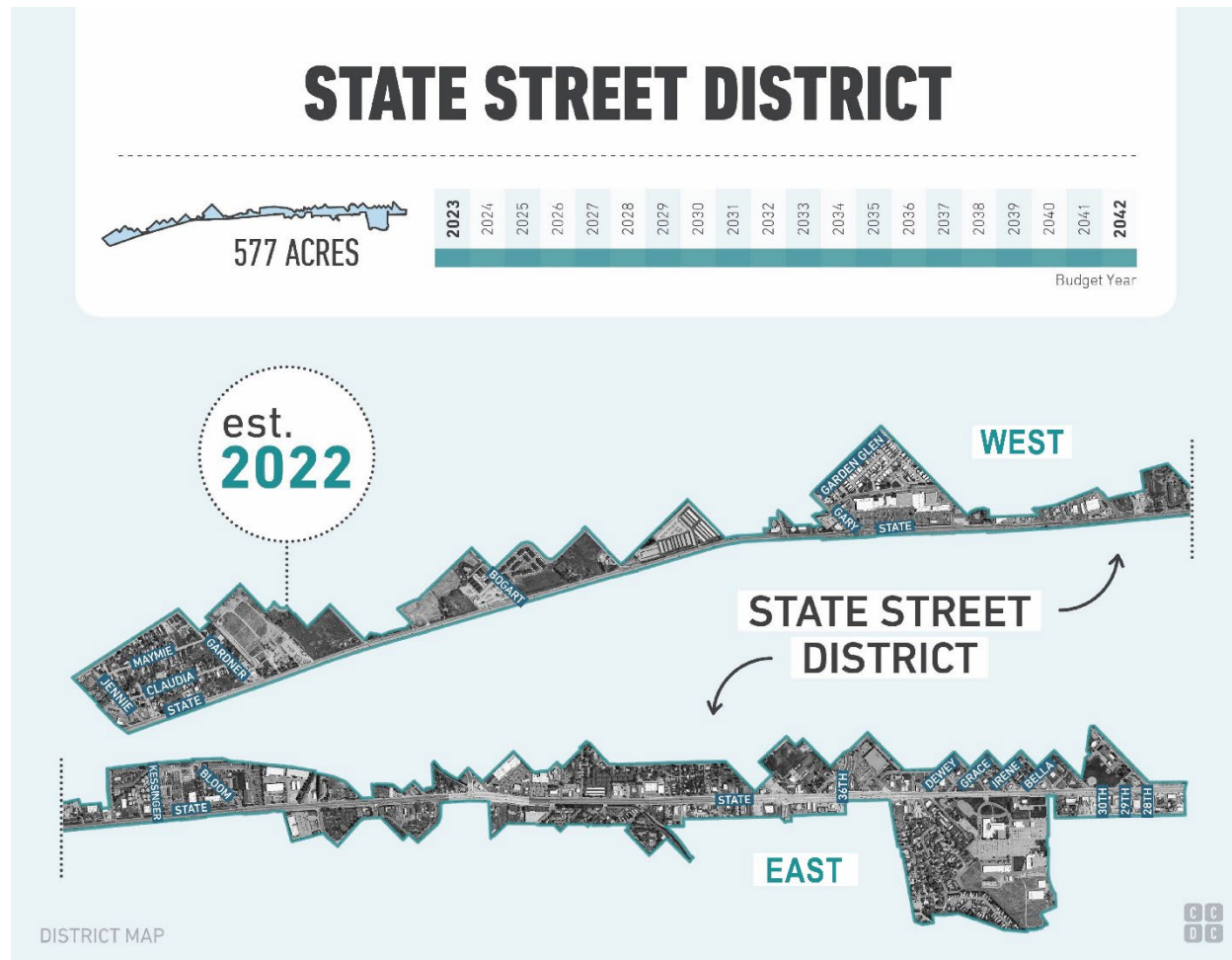
Economic Development

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 was 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 early in fiscal year 2026. *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 residential development on the corner of 31st Street and Bella Street. 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 10, 2025. 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. Demolition of the structures on site was completed in November. A work session will be presented to the Board at the January meeting for feedback on the upcoming request for proposals. *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, alleyways, 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 approved the Type 1 Agreement at the September 22, 2025, meeting and construction is underway. *Project Lead: Kassi Brown*

AGENCY WIDE – ALL DISTRICTS

Parking & Mobility

ParkBOI Rate and Product Analysis: Current hourly and monthly pass rates were implemented in spring 2022. The Agency selected Kimley Horn to assist with an evaluation of current rates and to make recommendations on future rates to be implemented in 2026. Kimley Horn will evaluate ParkBOI system performance, parking demand, future ParkBOI budgetary needs, local Boise market trends, as well as data from other comparable cities to develop their recommendations. Staff anticipate making a formal recommendation to the Board in early 2026 with implementation of new rates in spring 2026. *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. As of October 22, 2025, all 6 ParkBOI garages now have the new PARCS equipment fully installed and



operational. Prior to final acceptance, a 30-day Operational Completion Test (OCT) will be conducted beginning October 30, 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 require 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. The Board approved Task Order 24-004 for Cushing Terrell to proceed with the full design and construction drawings for the stair tower enclosures at the November 3, 2025, meeting. The Agency will seek Board approval for Amendment No. 1 to Andersen Construction's CM/GC Contract for work related to the elevator modernization at a future meeting. *Project Lead: Kassi Brown*

Condominium Associations

Building Eight Condominiums Association		
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	December 2025	December 31, 2025
Issues/Comments:	A meeting was held, and the main topic of discussion was current repair to work and upcoming PARCS replacement effort.	

<p>Front Street Condominium Association</p> <p>CCDC Contact: Aaron Nelson</p>
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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
November 25, 2025	November 2026	November 30, 2026
Issues/Comments:	The meeting was held November 25 at 1pm, ParkBOI provided a parking update, CCDC provided an update for the elevator modernization project and stair tower enclosure.	

U.S. Bank Plaza Condominium Association		
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%



Condo Board Meetings		
Last Meeting/Report	Next Meeting	Next Report Due
October 23, 2025	October 2026	TBD
Issues/Comments:	The condo was under budget this year, and a \$2 million dollar project is in the works for fiscal year 2026 to apply protective coatings.	

Capitol Terrace Condominium Association		
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	November 12, 2025	February 2025
Issues/Comments:	Meeting was held November 12, 2025. The condo budget increased by 9% due to inflation and standard operating cost rising, CCDC portion will be \$19,993.22 for FY 2026. No major projects are planned by Hawkins in FY 26, CCDC is having four fan units replaced on the roof top of the Main Market place; these fans remove CO2 from the garage.	

Downtown Parking Condominiums Association		
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 23, 2025	September 2026	September 2026
Issues/Comments:	The annual meeting was held on September 23, 2025, at 2 p.m.	

ACME Fast Freight Condominium Association		
CCDC Contact: Zach Piepmeyer		
Member	Unit	Percent Interest
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%
Condo Board Meetings		
Last Meeting/Report	Next Meeting	Next Report Due
Last meeting in 2023; last report filed 12/5/2024	TBD	January 2026
Issues/Comments:		

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VI. ADJOURN



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