

MINUTES OF MEETING  
BOARD OF COMMISSIONERS  
CAPITAL CITY DEVELOPMENT CORPORATION  
Board Room, Fifth Floor, 121 N. 9th Street  
Boise, ID 83702  
February 9, 2026

**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 Jimmy Hallyburton, Commissioner Rob Perez, Commissioner Meredith Stead, Commissioner John Stevens, and Commissioner Alexis Townsend.

Absent: Commissioner Haney Keith and Commissioner Lauren McLean.

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

Deanna Watson, City of Boise and Nicki Hellencamp, City of Boise attended the meeting.

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

There were no changes or additions made to the agenda.

**III. WORK SESSION**

- A.** Joint Housing Strategy with the Boise City Ada County Housing Authority, the City of Boise, and Capital City Development Corporation

Doug Woodruff, Development Director, Deanna Watson, Executive Director, Boise City/Ada County Housing Authority, and Nicki Hellenkamp, City of Boise, gave a report.

- B.** Westside District Sunset Update

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

**IV. ACTION ITEM: CONSENT AGENDA**

- A. Expenses**

1. Approve Paid Invoice Report for January 2026

- B. Minutes and Reports**

1. Approve Meeting Minutes for January 12, 2026

**C. Other**

1. Approve Resolution 1956: 1010 W. Jefferson Street Commercial Space and Public Parking Facility. Sole Source Procurement of Parking Access and Revenue Control Equipment from Amano McGann, Inc.
2. Approve Resolution 1957: 1620 N. 31st St., 31st Street Apartments. Amendment 1 to the Type 1 Participation Agreement with Tai June Properties, LLC
3. Approve Resolution 1958: 1010 W. Jefferson Street Commercial Space and Public Parking Facility. Amended and Restated Reservation Agreement with the Young Men's Christian Association of Boise City, Idaho

Commissioner Cooper made a motion to approve the Consent Agenda.

Commissioner Stead seconded the motion.

Roll Call:

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

The motion carried 7 - 0.

**V. ACTION ITEM**

**A. CONSIDER Annual Independent Audit of FY2025 Financial Statements**

Kevin Smith Eide Bailly, gave a report.

Commissioner Perez made a motion to accept independent auditor Eide Bailly's report of the Agency's Fiscal Year 2025 financial statements and authorize staff to deliver the audit report to all required entities.

Commissioner Alexander seconded the motion.

Roll Call:

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

The motion carried 7 - 0.

**B. CONSIDER Resolution 1959: Approving 1025 S. Capitol Boulevard Letter of Intent with JF Development Group LLC**

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

Commissioner Perez moved to adopt Resolution 1959 approving the 1025 S. Capitol Boulevard Letter of Intent with JF Development Group, LLC.

Commissioner Stead seconded the motion.

Roll Call:

- Commissioner Alexander - Aye
- Commissioner Cooper - Aye
- Commissioner Hallyburton - Aye
- Commissioner Perez - Aye
- Commissioner Stead - Aye
- Commissioner Stevens - 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 Perez to adjourn the meeting. Commissioner Stead seconded the motion and adjourned the meeting. All commissioners agreed.

The meeting adjourned at 1:00 p.m.

ADOPTED BY THE BOARD OF DIRECTORS OF THE CAPITAL CITY DEVELOPMENT CORPORATION ON THE 9TH DAY OF MARCH 2026.

Signed by:

*Commissioner Latonia Haney Keith*

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Latonia Haney Keith, Chair

Signed by:

*Joey Chen*

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Joey Chen, Secretary Pro Tem