

MINUTES OF MEETING  
BOARD OF COMMISSIONERS  
CAPITAL CITY DEVELOPMENT CORPORATION  
Board Room, Fifth Floor, 121 N. 9th Street  
Boise, ID 83702  
May 11, 2026

**I. CALL TO ORDER:**

Chair Haney Keith, convened the meeting with a quorum at 12:00 p.m.

Roll Call attendance taken:

Present: Commissioner Drew Alexander, Commissioner Jimmy Hallyburton, Commissioner Haney Keith, Commissioner Lauren McLean, Commissioner Rob Perez, Commissioner Meredith Stead, Commissioner John Stevens, and Commissioner Alexis Townsend.

Absent: Commissioner Todd Cooper

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; Kassi Brown, Project Manager – Capital Improvements; Lana Graybeal, Director of External Affairs; Sandy Lawrence, Office Manager; Mary Watson, General Counsel; and Agency legal counsel, Meghan Conrad.

Eric Heringer, Piper Sandler & Co., attended the meeting.  
Parker Schenken, Taft Stettinius & Hollister LLP, attended the meeting.

**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 April 2026

**B. Minutes and Reports**

1. Approve Meeting Minutes for April 13, 2026

**C. Other**

1. Approve Resolution 1971: 9th & Front ParkBOI Parking Garage, Stair Tower Enclosure and Elevator Modernization. Amendment No. 2 to the CM/GC Contract with Andersen Construction Company of Idaho LLC
2. Approve Resolution 1969: Disclosure Counsel Engagement Letter with Taft Stettinius & Hollister LLP
3. Approve Office Lease Renewal

It was noted an error was corrected in Section V.B in the April 13, 2026, Meeting Minutes. A motion was attributed to Commissioner Townsend, but the motion was made by Commissioner Stead.

Commissioner Stead made a motion to approve the Consent Agenda with the change to the April 13, 2026, Meeting Minutes.

Commissioner Townsend seconded the motion.

Roll Call:

Commissioner Alexander - Aye  
Commissioner Hallyburton - Aye  
Commissioner Haney Keith - Aye  
Commissioner McLean - Aye  
Commissioner Perez - Aye  
Commissioner Stead - Aye  
Commissioner Stevens - Aye  
Commissioner Townsend - Aye

The motion carried 8 - 0.

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

##### **A. CONSIDER: Appoint Roe Street Multi-Family Homes Review Committee**

Chair Haney Keith and Legal Counsel, Meghan Conrad, addressed the establishment of the Roe Street Multi-Family Homes Review Committee for the Roe Street Project and the corresponding Committee charge.

The charge of this review committee is not to make any decisions, and this review committee will not provide any sort of recommendation to the Board at some later date. The charge is to simply investigate, review, study, and analyze project related documents and developer submittals in order to aid Agency staff in considering the proposals and managing the project. This is important because of the complexity of the project, the project timeline, and the significant investment in public infrastructure.

Chair Haney Keith nominated the following three commissioners to the Roe Street Multi-Family Homes Review Committee:

Commissioner Cooper  
Commissioner Townsend  
Commissioner Alexander

Chair Haney Keith also stated the Agency Executive Director will also determine which Agency staff will be on the review committee.

Commissioner McLean moved to approve Commissioners Cooper, Townsend, and Alexander to the Roe Street Multi-Family Homes Review Committee.

Commissioner Stead seconded the motion.

Roll Call:

Commissioner Alexander - Aye

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

The motion carried 8 - 0.

**B. CONSIDER: Appoint Executive Director Search Coordination Committee**

Chair Haney Keith addressed the establishment of the Executive Director Search Coordination Committee and the corresponding Committee charge. .

The charge of this search coordination committee is not to make any decisions, and this committee will not provide any sort of recommendation to the Board at some later date. The charge is to simply review, study, and analyze search related documents, submittals, tasks and schedule in order to aid Mosaic Public Partners and Agency staff in coordinating and managing the search in a timely and efficient manner. This is important because of the scope of the search, the short timeline, and the significant responsibility in supporting the search for CCDC's next executive director.

Chair Haney Keith nominated the following three commissioners to the Executive Director Search Coordination Committee:

Commissioner Haney Keith  
Commissioner Stevens  
Commissioner Hallyburton

Commissioner McLean moved to approve Commissioners Haney Keith, Stevens, and Hallyburton, to the Executive Director Search Coordination Committee.

Commissioner Perez seconded the motion.

Roll Call:

Commissioner Alexander - Aye  
Commissioner Hallyburton - Aye  
Commissioner Haney Keith - Aye  
Commissioner McLean - Aye  
Commissioner Perez - Aye  
Commissioner Stead - Aye  
Commissioner Stevens - Aye  
Commissioner Townsend - Aye

The motion carried 8 - 0.

**C. CONSIDER Resolution 1967: General Bond Resolution Authorizing the Issuance of Parking System Revenue Bonds**

Joey Chen, Finance & Administration Director, Eric Heringer, Piper Sandler & Co., and Parker Schenken, Taft Stettinius & Hollister LLP, gave a report.

Commissioner McLean moved to adopt Resolution No. 1967 approving the General Bond Resolution authorizing the issuance of Parking System Revenue Bonds.

Commissioner Alexander seconded the amended motion.

Roll Call:

Commissioner Alexander - Aye  
Commissioner Hallyburton - Aye  
Commissioner Haney Keith - Aye  
Commissioner McLean - Aye  
Commissioner Perez - Aye  
Commissioner Stead - Aye  
Commissioner Stevens - Aye  
Commissioner Townsend - Aye

The motion carried 8 - 0.

**D. CONSIDER: Resolution 1968: First Supplemental Bond Resolution Authorizing the Issuance of Parking Revenue Bonds, Series 2026**

Joey Chen, Finance & Administration Director, Eric Heringer, Piper Sandler & Co., and Parker Schenken, Taft Stettinius & Hollister LLP, gave a report.

Commissioner Mclean moved to adopt Resolution No. 1968 approving the First Supplemental Bond Resolution authorizing the issuance of Parking System Revenue Bonds, Series 2026; approving related financing documents; delegating authority to the Pricing Officer; and authorizing execution of a Bond Purchase Agreement and related documents.

Commissioner Alexander seconded the motion.

Roll Call:

Commissioner Alexander - Aye  
Commissioner Hallyburton - Aye  
Commissioner Haney Keith - Aye  
Commissioner McLean - Aye  
Commissioner Perez - Aye  
Commissioner Stead - Aye  
Commissioner Stevens - Aye  
Commissioner Townsend - Aye

The motion carried 8 - 0.

**E. PUBLIC HEARING: Proposed FY2026 River Myrtle-Old Boise District Amended Budget**

Chair Haney Keith opened the meeting to public comments on the Proposed FY2026 River Myrtle-Old Boise District Amended Budget at 12:40 p.m. [Action Items IV.E. and IV.F. addressed together].

There being no one from the public to provide comments, and no written comments received, Chair Haney Keith closed the public comments at 12:43 p.m.

**F. CONSIDER: Resolution 1966: Adopt FY2026 River Myrtle-Old Boise District Amended Budget**

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

Commissioner McLean moved to adopt Resolution 1966 approving the FY2026 River Myrtle – Old Boise District Amended Budget to include new revenue and expense totals of \$2,254,675, which amends the FY2026 Agency Original Budget to new Total Revenues and Expenses of \$52,318,824, and authorizing the Executive Director to file copies of the budget as required by law.

Commissioner Stead seconded the motion.

Roll Call:

Commissioner Alexander - Aye  
Commissioner Hallyburton - Aye  
Commissioner Haney Keith - Aye  
Commissioner McLean - Aye  
Commissioner Perez - Aye  
Commissioner Stead - Aye  
Commissioner Stevens - Aye  
Commissioner Townsend – Aye

The motion carried 8 - 0.

**G. CONSIDER: Designation: 1025 S. Capitol Boulevard, Lusk Redevelopment, Type 3 Transformative Assistance with JF Development Group LLC**

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

Commissioner Stead moved to designate 1025 S. Capitol Boulevard, Lusk Redevelopment, as a project eligible for Type 3 Transformative Assistance and to direct staff to negotiate a Type 3 Agreement with JF Development Group, LLC.

Commissioner Perez seconded the motion.

Roll Call:

Commissioner Alexander - Aye  
Commissioner Hallyburton - Aye  
Commissioner Haney Keith - Aye  
Commissioner McLean - Aye  
Commissioner Perez - Aye  
Commissioner Stead - Aye

Commissioner Stevens - Aye  
Commissioner Townsend - Aye

The motion carried 8 - 0.

**H. CONSIDER: 3108 W. Bella Street, Residential Infill Development, Type 1 One-Time Assistance with Cook Property Management, LLC**

Kassi Brown, Project Manager – Capital Improvements, gave a report.

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

Commissioner Perez seconded the motion.

Roll Call:

Commissioner Alexander - Aye  
Commissioner Hallyburton - Aye  
Commissioner Haney Keith - Aye  
Commissioner McLean - Aye  
Commissioner Perez - Aye  
Commissioner Stead - Aye  
Commissioner Stevens - Aye  
Commissioner Townsend - Aye

The motion carried 8 - 0.

**I. CONSIDER: Resolution 1970: Approval of Parking Rate Adjustments for Hotel Guest Rate and Reserved Monthly Pass Rate**

Zach Piepmeyer, Parking & Mobility Director, gave a report.

Commissioner Perez moved to adopt Resolution 1970 authorizing the adoption of the proposed Hotel Guest rates and Reserved Monthly Pass rates with effective dates of January 1, 2027, and January 1, 2028.

Commissioner McLean seconded the motion.

Roll Call:

Commissioner Alexander - Aye  
Commissioner Hallyburton - Aye  
Commissioner Haney Keith - Aye  
Commissioner McLean - Aye  
Commissioner Perez - Aye  
Commissioner Stead - Aye  
Commissioner Stevens - Aye  
Commissioner Townsend – Aye

The motion carried 8 - 0.

**V. MEETING ADJOURNMENT**

There being no further business to come before the Board, a motion was made by Commissioner McLean to adjourn the meeting. Commissioner Stead seconded the motion. Motion carried.

The meeting adjourned at 1:05 p.m.

ADOPTED BY THE BOARD OF DIRECTORS OF THE CAPITAL CITY DEVELOPMENT CORPORATION ON THE 8TH DAY OF JUNE 2026.

Signed by:

*Commissioner Latonia Haney Keith*

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Latonia Haney Keith, Chair

Signed by:

*Lauren McLean*

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Lauren McLean, Secretary