



MEMO TO CITY COUNCIL

Request to Include Topic on the City Council Agenda

From: Curtis Calder
Economic Development/Mayor's Office

Meeting Date: March 24, 2026

Presenter: Curtis Calder
Economic Development Administrator

Estimated time: 20 minutes

Topic: Commercial Property Assessed Capital Expenditure (C-PACE) Program Guidebook

Recommended Council Action:

Direct Staff to revise/finalize the attached "Draft C-PACE Program Guidebook" and return to Council with a "Resolution of Intent" for future consideration.

Background:

During the January 6, 2026 City Council meeting, Staff reviewed the Commercial Property Assessed Capital Expenditure enabling legislation, created in 2024 by the State of Idaho Legislature. As you may recall, this legislation allows individual counties, municipalities, or other political subdivisions to voluntarily establish C-PACE programs within their respective jurisdictions. On January 20, 2026, Staff coordinated a follow-up presentation with Subject Matter Experts to answer various City Council questions regarding the establishment of a C-PACE Program, and how that might impact both the City and the local development community. Although no specific Council Action was taken, Staff developed a "Draft C-PACE Program Guidebook" for the City Council's review and consideration.

Process to Adopt a C-PACE Program:

With the exception of any minor revisions that the City Council would like to include, the attached "Draft C-PACE Program Guidebook" is essentially complete. Based upon previous City Council feedback, Staff is requesting guidance on C-PACE "Program Fee" language (the "Draft" includes the statutory maximums). Assuming the City Council wishes to proceed with the adoption of the program, the next step is to adopt a "Resolution of Intent" at a future City Council meeting. A "Draft Resolution of Intent" has been attached for review. Upon adoption of the "Resolution of Intent," the City Council must hold a Public Hearing prior to adopting a final resolution which will establish the program and its terms.

W/attachments(s): ***Draft C-PACE Program Guidebook***
Draft Resolution of Intent
State of Idaho Code Title 67, Chapter 38
-Commercial Property Assessed Capital Expenditure Act
January 6, 2026 City Council Presentation