

# AGENDA

BOISE CITY HOUSING AUTHORITY COMMISSIONERS  
ADA COUNTY HOUSING AUTHORITY COMMISSIONERS  
SHORELINE PLAZA, INC. DIRECTORS  
AFFORDABLE HOUSING SOLUTIONS, INC. DIRECTORS

MEETING OF THE BOARD OF COMMISSIONERS AND DIRECTORS  
4:00 p.m. January 8, 2020  
Housing Authority Office – 1001 S. Orchard Street Boise, Idaho

I. ROLL CALL

II. CONSENT AGENDA (ACTION)

All items with an asterisk (\*) are considered to be routine by the Board and will be enacted by one motion. There will be no separate discussion on these items unless a Board member or citizen so requests, in which case the item will be removed from the general order of business and considered in its normal sequence.

\*A. Minutes and Reports

\*1. Board of Commissioners Meeting Minutes, December 11, 2019 (ACTION)

III. REPORTS

- A. Chairman's Report
- B. Executive Director's Report
- C. Report on Properties
- D. Report on Programs

IV. UNFINISHED BUSINESS

- A. Moore Street Update – Update on Request for Proposals for Development Services
- B. New Path Update
- C. Valor Point Update
- D. CHOIS Program Housing Update
- E. Allumbaugh House Development Update
- F. Strategic Planning Update

V. NEW BUSINESS

- A. Outreach to local government officials

VI. ADJOURNMENT

**BOISE CITY HOUSING AUTHORITY  
ADA COUNTY HOUSING AUTHORITY, SHORELINE INC.  
AND AFFORDABLE HOUSING SOLUTIONS, INC.**

**MEETING OF THE BOARD OF COMMISSIONERS and DIRECTORS**

**January 8, 2020**

**TIME AND PLACE OF MEETING**

Chairman Raquel Guglielmetti called the meeting to order at 4:01 p.m. on Wednesday, January 8, 2020. The meeting was held at the Boise City / Ada County Housing Authorities' Board Room, 1001 S Orchard Street, Boise, ID 83705.

**I. ROLL CALL**

**Commissioners Present:** Chairman Raquel Guglielmetti, Vice Chairman Kent Rock, Commissioner Yvette Ashton, Commissioner Jennifer Seamons, Ex-Officio Commissioner Elaine Clegg, and Student Commissioner Kalia Munio

**Commissioners Absent:** Commissioner April Durrant, Commissioner Shellan Rodriguez, Commissioner Gary Machacek, Student Commissioner Aidan Scanlan

**Others Present:** Executive Director Deanna Watson, Ada County Deputy Attorney Ammon Taylor, Ada County Deputy Attorney Catie Freeman, Deputy Boise City Attorney Christine Starr, Development Director Bob Reed, Housing Programs Director Jillian Patterson, Finance Director Diana Meo, Development Construction Manager Ben Duke, Public Housing Manager Donna DeThorne, and Executive Assistant Ann Upchurch

**II. CONSENT AGENDA**

**Vice Chairman Rock moved to approve the Consent Agenda and that the vote be by roll call. Commissioner Ashton seconded the motion.**

At 4:02 p.m., a roll call vote was taken.

Chairman Guglielmetti	Aye
Vice Chairman Rock	Aye
Commissioner Ashton	Aye
Commissioner Seamons	Aye

**The motion passed unanimously by a roll call vote.**

**III. REPORTS**

**A. Chairman's Report**

We are in the process of reviewing applicants for the commissioner position.

Concerning the article on Pierce County Housing Authority's finance director misappropriating funds, Ms. Guglielmetti acknowledged that this news has been shocking to read. She stated that she has visited with our Eide Bailly auditors regarding our own dual controls and systems, and they have stated that they have not seen any issues. They did express agreement, however, with the idea of the board including a "Finance and Audit" sub-committee, so that another board member has eyes on internal processes as well, in addition to the Chairman. Ms. Guglielmetti approves checks along with Executive Director Watson, and whenever she has had questions, they are always answered promptly and to her satisfaction.

Ms. Guglielmetti also mentioned the need for agency staff and everyone to remember not to abbreviate this year's numeric notation. Every document of substance should include the full year – 2020, and not the shorter 20 or /20.

She acknowledged the success of the all-staff Christmas party and the many staff and board member birthdays in January.

### **B. Executive Director's Report**

Ms. Watson mentioned that she has been having meetings with Directors of Community Relations for both the St. Alphonsus and St. Luke's hospital systems. Both hospitals realize the importance of stable housing as it relates to health care. Commissioner Seamons also mentioned that she has recently read an article that quantified this financially, citing studies that showed that there is tremendous cost savings by providing housing with medical services to someone who is indigent whose only other option may be to remain in the hospital during respite. Ms. Watson said that both hospitals are looking at medically monitored respite sites with some specific properties in mind.

### **C. Report on Properties**

Development Construction Manager Ben Duke provided an update on two projects that are doing well at Capitol and Franklin Plazas, a window and door replacement project and a flooring project. Also, the one-year warranty period is up for the Orchard office building in February. He will be checking with staff to see if there are any issues, but as far as he knows, everyone is pleased with the office building.

### **D. Report on Programs**

Ms. Watson mentioned that we have been successful in preparing a "Master Affiliation Agreement" with Boise State – College of Health Services. This agreement would allow Boise State nursing students to provide services to our participants in Public Housing. They would work closely with our service coordinators to provide needed services to tenants who are struggling with coping skills.

## **IV. UNFINISHED BUSINESS**

### **A. Moore Street Update – Update on Request for Proposals for Development Services**

Development Director Bob Reed stated that we have not had any response, questions or inquiries since posting the RFP for Development Services.

### **B. New Path Update**

Ms. Watson mentioned that New Path is completing its first year of operation. She will meet with the operations committee this Friday, where challenges and successes are addressed. There are a number of residents interested in converting their project based vouchers to tenant based vouchers, thinking that would release them from house rules. Of course, there will always be house rules and lease terms regardless of where they move, so they are rethinking their options. Ms. Watson will provide a more detailed update after the meeting.

### **C. Valor Pointe Update**

Housing Programs Director Jillian Patterson had just returned from the Valor Pointe partnership meeting. Construction is on schedule. Northwest Integrity Housing has a tentative completion date of August 4. They discussed the open house and things learned from New Path. Unlike New Path, participants in Valor Pointe will be required to engage in case management with optional supportive services.

### **D. CHOIS Program Housing Update**

Mr. Duke reviewed the process of the agency's switching focus for the CHOIS development project from the Allumbaugh property to other housing options on the market. It has been very difficult to compete with other buyers in finding a four-plex or tri-plex for renovation. So he has been looking at commercial property that might provide options. There is a listing of interest off Cole Road and, assuming the contractor's estimate comes within reason, he recommends that the agency place an offer on the property. This property would likely provide six one-bedroom units with ample parking. The area is close to services, and properly zoned. Ms. Patterson is also working with HUD to make sure they would approve such a project for the CHOIS funds.

### **E. Allumbaugh House Development Update**

Ms. Watson gave a brief history of the development of Allumbaugh House and the property that the HA owns next to it. It has been the interest of the HA for some time to provide a housing option for homeless clients coming out of treatment at Allumbaugh House. We have started to look at the possibility of a LIHTC project, hoping that IHFA has plans for another set-aside. We are in the early stages of getting details to determine the feasibility of a tax credit project. Ms. Clegg mentioned that this project might also be financed with the agency's bonding authority. The property is also located in an Opportunity Zone, and although the maximum tax benefit from such a project has "sunsetted," it might be worthwhile to talk to Galena about it.

### **F. Strategic Planning Update**

Progress has slowed somewhat through the holiday season, but Ms. Watson, Ms. Guglielmetti and the consultant are set to meet next week. We hope to have an approximate 60-page draft document to present to the board at the February meeting.

**V. NEW BUSINESS**

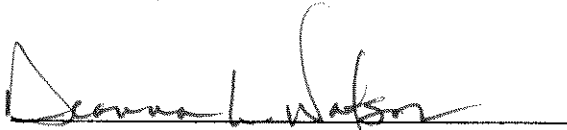
**A. Outreach to local government officials**

Ms. Watson stated that one of the action items of the strategic plan has been to meet with new administrations in the community. She has met with Ada County Commissioner Diana Lachiondo about how our agencies can collaborate in the future. She plans on visiting other cities in the county to better inform them of who we are and what we do.

**VI. ADJOURNMENT**

**At 4:47 p.m., the meeting was adjourned.**

Respectfully submitted,



Deanna L. Watson, Executive Director



Raquel Guglielmetti, Chairman