

AGENDA

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

February 14, 2018 @ 4:00 p.m. – Housing Authority-3rd Floor Board Room
1276 River Street, Suite 300, Boise, Idaho

CALL TO ORDER

ROLL CALL

CONSENT AGENDA

- I. Approval of Minutes - Meeting of the Board of Commissioners of January 10, 2018 – BCACHA
- II. Financial Statements:
Thru the Period Ended October 31, 2017
Thru the Period Ended November 30, 2017

OLD BUSINESS

- I. Chairman's Report
- II. Executive Director's Report
 - a. 218 Agreement
 - b. Correspondence
- III. Report on Orchard Street Property
- IV. Consideration of BCHA Resolution No. 512 – A Resolution of the Board of Commissioners of the Boise City Housing Authority authorizing the execution and delivery of documents for closing on the purchase of real property located at 1001 S. Orchard Street, Boise, Idaho.
- V. Report on Properties Owned
- VI. Consideration of BCHA Resolution No. 513 – A Resolution of the Board of Commissioners of the Boise City Housing Authority approving and adopting amended By-Laws.
- VII. Consideration ACHA Resolution No. 313 – A Resolution of the Board of Commissioners of the Ada County Housing Authority approving and adopting amended By-Laws.

NEW BUSINESS (ACTION ITEMS)

- I. Proposed Veterans' Housing Collaboration
- II. Consideration of BCHA Resolution No. 514 – A Resolution of the Board of Commissioners of the Boise City Housing Authority acknowledging authorization of individuals to perform certain functions as to accounts with Mountain West Bank.
- III. Consideration of ACHA Resolution No. 314 - A Resolution of the Board of Commissioners of the Ada County Housing Authority acknowledging authorization of individuals to perform certain functions as to accounts with Mountain West Bank.
- IV. Consideration of Shoreline Plaza, Inc. Resolution No. 52 - A Resolution of the Board of Directors of Shoreline Plaza, Inc. acknowledging authorization of individuals to perform certain functions as to accounts with Mountain West Bank.
- V. Consideration of Affordable Housing Solutions, Inc. Resolution No. 2 - A Resolution of the Board of Directors of Affordable Housing Solutions, Inc. acknowledging authorization of individuals to perform certain functions as to accounts with Mountain West Bank.

EXECUTIVE SESSION Per Idaho Code § 74-206 (1) (d), and (f): To consider records that are exempt from disclosure as provided in Chapter 1, Title 74, Idaho Code; To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated.

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

MEETING OF THE BOARD OF COMMISSIONERS

February 14, 2018

TIME AND PLACE OF MEETING

Chairman Raquel Guglielmetti called the meeting to order at 4:05 p.m. on Wednesday, February 14, 2018. The meeting was held at the Boise City/Ada County Housing Authority Board Room, 1276 River Street, Boise ID 83702.

ROLL CALL

Board members in attendance were: Chairman Raquel Guglielmetti, Vice Chairman Kent Rock, Commissioner Shellan Rodriguez, Commissioner Yvette Ashton, Commissioner Gary Machacek, Ex-Officio Commissioner Elaine Clegg, Student Commissioner Taylor Harris, and Student Commissioner Grace Johnson

Board members absent: Commissioner Miguel Legarreta, Commissioner Ryan Fitzgerald

Others present: Executive Director Deanna Watson, Ada County Deputy Attorney Ted Argyle, Deputy City Attorney Rob McQuade (via telephone conference), Ada County Deputy Attorney Ammon Taylor, Development Director Bob Reed, Development Construction Manager Ben Duke, Finance Director Diana Meo, Senior Staff Accountant Annette Sampson, Housing Programs Director Jillian Patterson, Real Estate Agent Jay Story, Zach Clegg, and Executive Assistant Ann Upchurch

CONSENT AGENDA

I. Approval of Minutes - Meeting of the Board of Commissioners of January 10, 2018 - BCACHA

Commissioner Ashton moved to approve the minutes of the Meeting of the Board of Commissioners - BCACHA, January 10, 2018. Commissioner Rodriguez seconded. **The motion passed unanimously by a voice vote.**

II. Financial Statements:

Vice Chairman Rock moved to approve the Financial Statements thru the Period Ended October 31, 2017. Commissioner Ashton seconded. **The motion passed unanimously by a voice vote.**

Vice Chairman Rock moved to approve the Financial Statements thru the Period Ended November 30, 2017. Commissioner Ashton seconded. The motion passed unanimously by a voice vote.

OLD BUSINESS

I. Chairman's Report

Chairman Guglielmetti introduced Ex-officio Commissioner Elaine Clegg and mentioned that she would be getting together with her and Deanna Watson soon to provide information helpful for joining the Board. She also introduced Zach Clegg, formerly employed with the King County Housing Authority.

Ms. Guglielmetti summarized the meeting she and Ms. Watson had with Jeffrey McMorris, our new Regional HUD Director. They had met with Mr. McMorris a day before an anticipated federal government shutdown. The insight he provided of the practical implications of the shutdown was eye-opening. During such a scenario, HUD would have no authority to act and would be reduced to four staff in the region. Thankfully, the shutdown was short-lived.

Recently, the proposed federal budget from the Trump Administration for FY19 has been presented, indicating severe proposed cuts to federal funding for most all of our programs. Public Housing capital funds would be brought to zero and operating funds cut by 44%. Other programs would be drastically reduced or their funding brought to zero as well. Vice Chairman Rock asked how these proposals would impact our programs. Ms. Watson explained that with capital funds eliminated, we would need to collect enough in rents to cover the backlog of capital needs at our public housing buildings. Luckily, this proposed budget is strictly preliminary and past legislative action has resulted in impacts that are less drastic.

II. Executive Director's Report

Most of this month's Executive Director's report was handled in her monthly update, recently distributed to the Board.

218 Agreement: This process has to do with whether or not Ada County Housing Authority, which is considered the "local authority" (BCHA being the "operating authority") needs its own 218 Agreement with the Social Security Administration. This agreement gives permission for an agency to withhold Social Security from staff paychecks.

Continuum of Care: This system is designed to give people experiencing homelessness a single connection to a variety of housing and service providers in the area. They recently completed the annual point-in-time count of those experiencing homelessness in the county. Preliminary numbers are up slightly from last year by 10 individuals. It could also be that our systems of counting are getting more accurate. This year's total number of homeless individuals was counted at 221, with 45% stating they are chronically homeless. It is difficult to accurately verify

chronic homelessness, and it is anticipated that ultimately perhaps 1 in 4 will actually meet that definition. 64 individuals stated that they were last “stably housed” in Ada County.

III. Report on Orchard Street Property

Development Construction Manager Ben Duke gave an update on the progress through the due diligence period towards the acquisition of the property located at 1001 S Orchard Street. The appraisal, Phase I environmental report and land survey came through with no significant problems. He met with eight engineers and architects at the property at the end of January for a thorough inspection, roof to foundation. There were minor issues found with respect to the roof and insulation, hairline cracks in the block walls, and minor code violations in the electrical improvements by the tenant. Regarding landscaping, there is some irrigation line damage, and a drainage issue by the dumpster. But Mr. Duke felt all these issues could be handled outside the scope of the planned tenant improvements if necessary. The general report is that we are in good shape to continue toward closing, even earlier than anticipated.

Ada County Deputy Attorney Ammon Taylor gave a summary of the title commitment. There are the expected utility easements on the property. There is one cross easement that references Overland Road, most likely in anticipation of pass-through traffic as the lots would be developed. Currently, it ends at a fence. The commissioners agreed that they would like Mr. Taylor to ask ACHD if they would consider either vacating the easement or correcting the reference to Overland Road.

Jay Story confirmed that we are on time for closing. In fact, BCHA could move up closing if they chose as this would give the tenants more notice. Regardless, the tenant’s current lease is set to expire on April 30.

IV. Consideration of BCHA Resolution No. 512 – A Resolution of the Board of Commissioners of the Boise City Housing Authority authorizing the execution and delivery of documents for closing on the purchase of real property located at 1001 S. Orchard Street, Boise, Idaho.

Commissioner Machacek moved to approve BCHA Resolution 512. Commissioner Ashton seconded the motion. **The motion passed unanimously by a voice vote.**

V. Report of Properties Owned

Mr. Duke updated the Board on two capital fund projects currently underway. One is a shower replacement project at Capitol Plaza where 62 showers are being replaced. There is also a project on one of the duplexes off of Victory that includes concrete work, a patio cover, landscaping and a kitchen remodel. He is also working on lighting, cameras and fencing for both Capitol and Franklin Plazas, as part of the Emergency Safety and Security grant that was awarded recently. Finally, he is also monitoring for Davis Bacon at the New Path Community Housing project.

VI. Consideration of BCHA Resolution No. 513 – A Resolution of the Board of Commissioners of the Boise City Housing Authority approving and adopting amended By-Laws.

Vice Chairman Rock moved to approve BCHA Resolution 512. Commissioner Machacek seconded the motion. The motion passed unanimously by a voice vote.

VII. Consideration of ACHA Resolution No. 313 – A Resolution of the Board of Commissioners of the Ada County Housing Authority approving and adopting amended By-Laws.

Vice Chairman Rock moved to approve ACHA Resolution 313. Commissioner Machacek seconded the motion. The motion passed unanimously by a voice vote.

NEW BUSINESS

I. Proposed Veterans' Housing Collaboration

Ms. Watson updated the Board on a proposed collaborative effort to provide housing opportunities for the homeless veteran population. The City of Boise, IHFA, the VA and potentially the Housing Authority are working to put together this project that will include tax credits and the use of project-based VASH vouchers to provide a housing option to homeless veterans. Ms. Watson and Ms. Patterson have been in conversations with HUD as to the processes involved. Chairman Guglielmetti said that the idea sounds promising based on the model used recently for New Path Community Housing and that project-basing these vouchers would bring a certain level of stability for these veterans. Ms. Patterson mentioned that these tenants would have the option of moving to other housing after a year while retaining their voucher.

5:10 pm - Commissioner Clegg left the meeting.

II. Consideration of BCHA Resolution No. 514 - A Resolution of the Board of Commissioners of the Boise City Housing Authority acknowledging authorization of individuals to perform certain functions as to accounts with Mountain West Bank.

III. Consideration of ACHA Resolution No. 314 - A Resolution of the Board of Commissioners of the Ada County Housing Authority acknowledging authorization of individuals to perform certain functions as to accounts with Mountain West Bank.

IV. Consideration of Shoreline Plaza, Inc. Resolution No. 52 - A Resolution of the Board of Directors of Shoreline Plaza, Inc. acknowledging authorization of individuals to perform certain functions as to accounts with Mountain West Bank.

V. Consideration of Affordable Housing Solutions, Inc. Resolution No. 2 - A Resolution of the Board of Directors of Affordable Housing Solutions, Inc. acknowledging authorization of individuals to perform certain functions as to accounts with Mountain West Bank.

Chairman Guglielmetti explained the commissioner signature requirements of the accounts at Mountain West Bank. Since she is an employee of the bank, she recused herself from the votes on the approval of these resolutions. In her capacity as Chairman of BCACHA, she has no more authority to look at the four organizational accounts as any other customer and she meets with bank representatives regarding these accounts as the customer.

Commissioner Ashton moved to approve BCHA Resolution 514. Commissioner Machacek seconded the motion. The motion passed unanimously by a voice vote, Chairman Guglielmetti having recused herself.

Commissioner Rodriguez moved to approve ACHA Resolution 314. Commissioner Machacek seconded the motion. The motion passed unanimously by a voice vote, Chairman Guglielmetti having recused herself.

Director Machacek moved to approve Shoreline Plaza, Inc. Resolution 52. Vice President Rock seconded the motion. The motion passed unanimously by a voice vote, President Guglielmetti having recused herself.

Vice President Rock moved to approve Affordable Housing Solutions, Inc. Resolution 2. Director Ashton seconded the motion. The motion passed unanimously by a voice vote, President Guglielmetti having recused herself.

EXECUTIVE SESSION

At 5:20 p.m., Commissioner Ashton moved to enter Executive Session per Idaho Code § 74-206 (1) (d) and (f): To consider records that are exempt from disclosure as provided in Chapter 1, Title 74, Idaho Code; to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated, and that the vote be by roll call vote. Vice Chairman Rock seconded the motion.

Chairman Guglielmetti	Aye
Vice Chairman Rock	Aye
Commissioner Ashton	Aye
Commissioner Rodriguez	Aye
Commissioner Machacek	Aye

The motion passed by roll call vote.

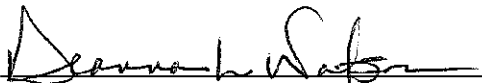
EXECUTIVE SESSION ADJOURNMENT

A motion was made by Commissioner Ashton to adjourn the Executive Session at 5:35 p.m. and return to the public meeting. Vice Chairman Rock seconded. The motion passed unanimously by a voice vote.

There being no further business, Vice Chairman Rock moved to adjourn the public meeting. Commissioner Machacek seconded. The motion passed unanimously by a voice vote.

The meeting was adjourned at 5:35 p.m.

Respectfully submitted,


Deanna L. Watson, Executive Director


Raquel Guglielmetti, Chairman