

AGENDA
BOISE CITY/ADA COUNTY HOUSING AUTHORITY, SHORELINE PLAZA, INC.
& AFFORDABLE HOUSING SOLUTIONS, INC.
COMMISSIONERS
July 12, 2017 @ 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. Regular Meeting Minutes of June 14, 2017– BCACHA
- II. Special Meeting Minutes of July 3, 2017 – BCACHA
- III. Financial Statements - Thru the Period Ended May 31, 2017
- IV. Bills and Communications

OLD BUSINESS

- I. Chairman's Report
- II. Executive Director's Report

NEW BUSINESS (ACTION)

- I. Consideration of Admissions and Occupancy Plan (ACOP) Revisions for Boise City Housing Authority – BCHA Resolution #499
- II. Consideration of Admissions and Occupancy Plan (ACOP) Revisions for Ada County Housing Authority - ACHA Resolution #306
- III. Consideration of Boise City Housing Authority HCV Administrative Plan Revisions – BCHA Resolution #500
- IV. Consideration of Ada County Housing Authority HCV Administrative Plan Revisions – ACHA Resolution #307
- V. Consideration of Boise City Housing Authority Annual Agency PHA Plan – BCHA Resolution #501
- VI. Consideration of Ada County Housing Authority Annual Agency PHA Plan – ACHA Resolution #308
- VII. Consideration of Boise City Housing Authority Updated Fiscal year 2018 Utility Allowance Schedule – BCHA Resolution #502
- VIII. Consideration of Ada County Housing Authority Updated Fiscal Year 2018 Utility Allowance Schedule – ACHA Resolution #309
- IX. Consideration of Resolution Authorizing the Sale of the Moore Street Property to Affordable Housing Solutions Inc. from Boise City Housing Authority with Signatory Requirements - BCHA Resolution #503

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

**MEETING OF THE BOARD OF COMMISSIONERS
IN PERSON AND VIA TELECONFERENCE**

July 12, 2017

TIME AND PLACE OF MEETING

Chairman Brad Foltman called the meeting to order at 4:00 p.m. on Monday, July 12, 2017. The meeting was held at the Boise City/Ada County Housing Authority, 1276 River Street, Boise, ID 83702.

ROLL CALL

Board members in attendance were: Chairman Brad Foltman, Commissioner Raquel Guglielmetti, Commissioner Yvette Ashton and Commissioner Miguel Legarreta

Board members via teleconference was: Commissioner Machacek

Board members absent were: Vice Chairman Rock, Commissioner Fitzgerald

Others present: Executive Director Deanna Watson, Deputy City Civil Attorney Abbey Germaine, Ada County Deputy Prosecuting Attorney Ted Argyle, Ada County Deputy Prosecuting Attorney Ray Chacko, Development Director Bob Reed, Finance Director Diana Meo, Senior Staff Accountant Annette Sampson, Housing Programs Director Jillian Patterson, Housing Programs Manager Sandi Bernstrom, Executive Assistant Ann Upchurch.

CONSENT AGENDA

Discussion was held on the need to amend the agenda to include an executive session at the end of the regular meeting of the Board of Commissioners. Recently, communication was received regarding the Moore Street property that was not available at the time of the drafting of the original agenda.

A motion was made by Commissioner Ashton to amend the agenda to include an Executive Session per Idaho Code §74-206 (1) (f) 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. Commissioner Legarreta seconded the motion. The motion passed unanimously by voice vote.

I. Regular Board Minutes, June 14, 2017: Boise City/Ada County Housing Authority & Affordable Housing Solutions, Inc.

Commissioner Guglielmetti requested an amendment to the minutes to reorder the passing of the motion to approve BCHA Resolution #498.

A motion was made by Commissioner Guglielmetti to approve the regular meeting minutes of June 14, 2017 with the technical amendment as noted. Commissioner Ashton seconded. The motion passed unanimously by a voice vote.

II. Special Meeting Minutes, July 3, 2017: Boise City/Ada County Housing Authority & Affordable Housing Solutions, Inc.

Commissioner Legarreta moved to approve the minutes of the July 3, 2017 Special Meeting of the Board of Commissioners. Commissioner Guglielmetti seconded. The motion passed unanimously by a voice vote.

III. Financial Statements Thru the Period Ended May 31, 2017.

Commissioner Guglielmetti moved to approve the Financial Statements through the period ended Mary 31, 2017. Commissioner Ashton seconded. The motion passed unanimously by a voice vote.

IV. Bills and Communications: None

Old Business

I. Chairman's Report:

Chairman Foltman mentioned that he and Director Watson had just returned from a luncheon with the new HUD regional representative. He also mentioned that all is on track to proceed with the tax credit application.

II. Executive Director's Report:

Director Watson said that the new HUD representative will help track down issues with the timing of the subsidy review for the new Housing First project.

She also recently attended the refugee housing session sponsored by the Housing Working Group. It had been intended to be an outreach to landlords, but the only landlords who attended were Tomlinson, Northwest Integrity Housing and BC/ACHA.

In late June, a neighbor's tree fell across the property at Capitol Plaza and damaged awnings, roof and fencing. Initially, it was assumed that the neighbor's insurance would be responsible to cover the damage, but because BC/ACHA had not notified the neighbor of the potential problem, it was considered "an act of God." Therefore, it falls on our insurance to cover the damages. Director Watson is seeing if there is a way to recover the out-of-pocket and deductible expense.

The River Plaza building is under contract for sale.

There has been no update on the possibility of applying for CDBG funds to help the residents at Riviera Estates Mobile Home park.

Operating Subsidy lawsuit update: We have been invited to join in a 2nd suit. Director Watson checked into any possible retaliatory action by HUD against the winners of the first suit. Her contacts assured her that there had been none and that the recouped funds will come from the US Department of Justice, not from HUD. Board consensus was to proceed as had been agreed upon by previous authorization.

Housing Programs Director Patterson gave a review of the HUD monitoring that had just been completed. The review was conducted from the Portland office regarding our supportive housing programs. It had been 9 or 10 years since these programs were reviewed. The auditor was pleased with files and records with a few minor suggestions. There was one finding regarding the CHOIS program. The problem noted a fund of reserves that has been growing for several years, which apparently needed to be spent in the year the funds were collected and on that program. HUD will want a plan on how these funds will be spent, and staff is looking at a list of options.

Director Watson updated the Board on the elevator modernization project, which has been stalled due to lack of specialists currently working for Schindler. It has been disruptive but Schindler has stated that work should begin again shortly and they have improved on keeping us posted on their progress.

New Business

I. Consideration of Admissions and Continued Occupancy Plan (ACOP) Revisions for Boise City Housing Authority, BCHA Resolution #499

Housing Programs Manager Bernstrom reviewed the components of the ACOP for Boise City and highlighted the changes from the previous occupancy plan.

Commissioner Guglielmetti moved to approve the resolution. Commissioner Legarreta seconded. The motion passed unanimously by a voice vote.

II. Consideration of Admissions and Continued Occupancy Plan (ACOP) Revisions for Ada County Housing Authority, ACHA Resolution #306

Housing Programs Manager Bernstrom reviewed the components of the ACOP for Ada County which followed essentially the same provisions as the plan as set forth for Boise City.

Commissioner Guglielmetti moved to approve the resolution. Commissioner Legarreta seconded. The motion passed unanimously by a voice vote.

III. Consideration of Boise City Housing Authority HCV Administrative Plan Revisions, BCHA Resolution #500

Housing Programs Director Patterson referred the Board members to her memo that listed the current revisions for BCHA Resolution #500 and ACHA Resolution #307. It included changes with the Violence Against Women Act (VAWA) and the Housing Opportunity Through Modernization Act (HOTMA). New definitions were added regarding Housing Quality Standards (HQS) to allow a lease to proceed if non-life threatening findings were made during inspections. BCACHA will handle these on a case-by-case basis.

Commissioner Ashton moved to approve the resolution. Commissioner Legarreta seconded. The motion passed unanimously by a voice vote.

IV. Consideration of Ada County Housing Authority HCV Administrative Plan Revisions, ACHA Resolution #307

Commissioner Guglielmetti moved to approve the resolution. Commissioner Machacek seconded. The motion passed unanimously by a voice vote.

V. Consideration of Boise City Housing Authority Annual Agency PHA Plan, BCHA Resolution #501

Housing Programs Manager Bernstrom explained some additions to the BCHA and ACHA PHA plans. ACHA's Annual Agency Plan has not been signed yet by the Ada County Commissioners, but it will be sent off as is with the signed version to be sent later.

Commissioner Guglielmetti moved to approve the resolution. Commissioner Ashton seconded. The motion passed unanimously by a voice vote.

VI. Consideration of Ada County Housing Authority Annual Agency PHA Plan, ACHA Resolution #308

Commissioner Guglielmetti moved to approve the resolution pending approval by Ada County Commissioners. Commissioner Ashton seconded. The motion passed unanimously by a voice vote.

VII. Consideration of Boise City Housing Authority Updated Fiscal Year 2018 Utility Allowance Schedule, BCHA Resolution #502

Housing Programs Director Patterson explained briefly the process of updating utility allowances each year. Due to an increase of more than 10% in City trash and sewer fees, the allowances were updated for FY 2018. The same amounts are used for both Boise City and Ada County.

Commissioner Ashton moved to approve the resolution. Commissioner Guglielmetti seconded. The motion passed unanimously by voice vote.

VIII. Consideration of Ada County Housing Authority Updated Fiscal Year 2018 Utility Allowance Schedule, ACHA Resolution #309

Commissioner Ashton moved to approve the resolution. Commissioner Guglielmetti seconded. The motion passed unanimously by voice vote.

IX. Consideration of Resolution Authorizing Sale of the “Moore Street Property” to Affordable Housing Solutions, Inc. for the Purpose of Constructing the Sandhill Crane Project, BCHA Resolution #503

Ada County Deputy Prosecuting Attorney Ted Argyle explained that as part of the on-going application process, it has to be determined that Affordable Housing Solutions, Inc. must have control of the property at the time of the tax credit application. This resolution authorizes BCHA and AHS, Inc. to enter into the purchase and sale agreement. There have been two appraisals to determine fair market value.

Commissioner Guglielmetti moved to approve the resolution. Commissioner Legarreta seconded. The motion passed unanimously by voice vote.

Chairman Foltman commented that it was his hope that, during the budget review process, there would be consideration for additional compensation for BC/ACHA staff.

EXECUTIVE SESSION

A motion was made by Commissioner Guglielmetti to enter into Executive Session at 5:15 p.m. per Idaho Code § 74-206 (1) (f) 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. Commissioner Ashton seconded the motion.

At 5:15 p.m. a roll-call vote was taken:

Chairman Foltman	Aye
Commissioner Ashton	Aye
Commissioner Guglielmetti	Aye
Commissioner Machacek	Aye
Commissioner Legarreta	Aye

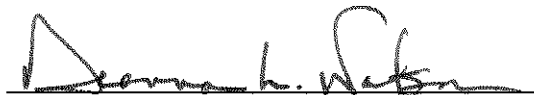
The motion passed by unanimous roll-call vote.

EXECUTIVE SESSION ADJOURNMENT

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

There being no further business, the meeting was adjourned at 5:35 p.m.

Respectfully submitted,



Deanna L. Watson, Executive Director



Brad Foltman, Chairman