

AGENDA

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

**August 8, 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 (ACTION ITEM)

- I. Approval of Minutes:
Meeting of the Board of Commissioners of July 11, 2018 – BCACHA**
- II. Financial Statements:
Thru the Period Ended June 30, 2018**

REPORTS

- I. Chairman's Report**
- II. Executive Director's Report**
- III. Report on Properties**
- IV. Report on Programs**

OLD BUSINESS

- I. Orchard Street Property Update (Ben Duke)**

NEW BUSINESS

- I. 2016 Form 990 for Shoreline Plaza Inc. – draft**
- II. Budget Review FY2019**

ADJOURNMENT

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

**MEETING OF THE BOARD OF COMMISSIONERS
August 8, 2018**

TIME AND PLACE OF MEETING

Chairman Raquel Guglielmetti called the meeting to order at 4:03 p.m. on Wednesday, August 8, 2018. The meeting was held at the Boise City/Ada County Housing Authority Board Room, 1276 River Street, Boise, ID 83702.

ROLL CALL

Commissioners Present: Chairman Raquel Guglielmetti, Vice Chairman Kent Rock, Commissioner Yvette Ashton, Commissioner Shellan Rodriguez, and Ex-Officio Commissioner Elaine Clegg

Commissioners Absent: Commissioner Gary Machacek, Commissioner Miguel Legarreta, Commissioner Jennifer Seamons

Others Present: Executive Director Deanna Watson, Ada County Deputy Attorney Ammon Taylor, Deputy City Attorney Rob McQuade, Development Director Bob Reed, Housing Programs Director Jillian Patterson, Finance Director Diana Meo, Senior Staff Accountant Annette Sampson, Public Housing Manager Donna DeThorne, Maintenance Supervisor Brian Stephens, Executive Assistant Ann Upchurch

CONSENT AGENDA (ACTION ITEM)

Vice Chairman Rock moved to approve the Consent Agenda. Commissioner Ashton seconded. The motion passed unanimously by a voice vote.

REPORTS

- I. Chairman's Report
 - a) Chairman Guglielmetti asked the Board if any members had difficulty accessing the new Board of Commissioner "portal" on the website. This will be the main method of providing documents, correspondence and Board meeting packet information in the

future. A few Board members mentioned some difficulty, so Ann Upchurch will connect with them as needed to help with access questions.

- b) Regarding the recent changes to the Open Meeting laws, Commissioner Guglielmetti reminded the Board members and senior staff that they should provide any requested agenda items to the Board's executive committee before the end of each month. The committee meets on the first Wednesday of each month to set the new agenda.

II. Executive Director's Report

Ms. Watson stated that her report will be presented within the Reports on Properties and Programs

III. Report on Properties

- a) Ms. Watson attended the Joint Powers Entity meeting for Allumbaugh House on Monday, August 6. Discussion of the budget showed that there will be a \$44,000 deficit for this year. The State of Idaho has said that they will not be increasing funds for the project. There was no representative from Ada County to indicate if they would be increasing funding by the requested 2.9%. The Department of Health and Welfare said that they were not willing to increase funding beyond their 50% share. But further calculations indicated that they are actually at 45%. They said that they would be willing to split the \$44,000 deficit with the other partners in the project. The City of Boise felt that all parties need to share in the deficit. There will be a follow-up meeting on the budget on September 10.
- b) Shoreline North – walkways repair. This will be a significant repair of the exterior walkways. BCHA will proceed with an engineering review.

IV. Report of Programs

- a) Public Housing Waiting List: The Low Rent Public Housing and Multifamily waiting list will open on Monday, August 20. This will be for Capitol Plaza, Franklin Plaza, Shoreline Plaza and the scattered site duplexes. This will not be a lottery system, but rather first-come-first-served. Eligible applicants for the high-rise communities will be for elderly or disabled and the scattered sites will be for families. We will post a notice on the website, local media and our partners who serve these sub-populations.
- b) New Path Community Housing: Diana, Deanna and Jillian attended a well-organized Nan McKay training for all things related to the New Path development. There was a discovery during the training that the building's apartments do not reach the HQS (Housing Quality Standards) definition of 1-bedroom units, nor the county assessor's definition. The bedrooms are below the minimum size and do not include a window or closet. We are currently working our way through that issue. Ms. Clegg and Mr. Rock wondered if anyone has tried

to project the impact that New Path will have on Allumbaugh House and vice versa. Ms. Watson was not aware that anyone has identified a way to measure that.

OLD BUSINESS

I. Orchard Street Property

Ms. Watson stated that building plans will be submitted to the City on August 15. She and Jillian will be investigating furniture options soon. It was determined not to use the systems furniture as presented by the architects. The exterior of the building is looking very nice following the staff workday and other improvements. The next step is new asphalt and exterior painting, with a monument sign to be installed soon.

Ms. Clegg mentioned that she will look into the possibility of having a project manager from the City help with this project, or possibly the Sandhill Crane project. The City has staff that are very effective at helping projects run through the development process smoothly.

NEW BUSINESS

I. 2016 Form 990 for Shoreline Plaza Inc. – draft

Ms. Meo explained that the tax return for Shoreline Plaza Inc. was a more complicated process this year than has been the case in the past. This is due to the refinancing of the Boise 5 project. Commissioner Guglielmetti has reviewed it and is comfortable with its accuracy.

II. Budget Review FY2019

Ms. Meo provided a slideshow summary of the BCACHA budget as it is currently drafted for next year. Points of discussion included the agency's efforts to keep staff pay within the limits recommended by BDPA, Inc. Ms. Clegg mentioned that she will see if the City might help BCACHA with consultation efforts regarding local salary ranges. The budget will be presented to the Board at the September Board meeting for their approval. In the meantime, if Board members have questions they were encouraged to contact Ms. Meo or Ms. Watson.

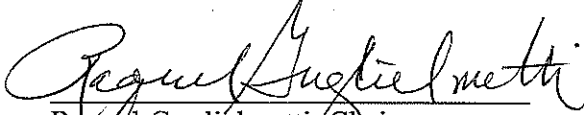
Ms. Meo also explained the restructured financial statements. The new format was designed to more easily show what is available for operations, separated from depreciation, note payments and capital payments. It shows those reserves that are not restricted to specific use.

Ms. Watson spoke about considering investigating how BCACHA might use its ability to issue revenue bonds to help its mission for development of affordable housing by partnering with the right developer(s).

At 5:25 pm, there being no further business, the meeting was adjourned.

Respectfully submitted,


Deanna L. Watson, Executive Director


Raquel Guglielmetti, Chairman