

## **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**

**January 9, 2019 @ 4:00 p.m. – Housing Authority-3<sup>rd</sup> 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 December 12, 2018 – BCACHA**

#### **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**
- II. Moore Street Development Subcommittee Report**

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

**MEETING OF THE BOARD OF  
COMMISSIONERS AND DIRECTORS  
January 9, 2019**

**TIME AND PLACE OF MEETING**

Chairman Raquel Guglielmetti called the meeting to order at 4:02 p.m. on Wednesday, January 9, 2019. The meeting was held at the Boise City/Ada County Housing Authority Board Room, 1276 River Street, Boise, Idaho.

**ROLL CALL**

**Commissioners Present:** Chairman Raquel Guglielmetti, Vice Chairman Kent Rock, Commissioner Yvette Ashton, Commissioner Gary Machacek, Commissioner Shellan Rodriguez, Ex-Officio Commissioner Elaine Clegg, and Student Commissioner Maggie Schultz

**Commissioners Absent:** Commissioner Miguel Legarreta, Commissioner Jennifer Seamons, and Student Commissioner Garrett Richardson

**Others Present:** Executive Director Deanna Watson, Development Director Bob Reed, Housing Programs Director Jillian Patterson, Finance Director Diana Meo, Public Housing Manager Donna DeThorne, Real Estate Asset Manager Therrie Butz, Senior Staff Accountant Annette Sampson, Development Construction Manager Ben Duke

**CONSENT AGENDA**

**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**

Chairman Guglielmetti stated that the County will be forwarding the vacant Board seat applications to the new County Commissioners by mid-January. We should expect their recommendation by the end of January. That applicant will be forwarded to the City for their ratification with hopefully a newly seated Commissioner by February or March.

Board document retrieval: The two-step authentication process to retrieve Board packet information is not going well for most Board members. Ann Upchurch will resend the instructions on how to access the secured web page. She will also send the log-in link to the administrative page of the agency website with each notification. Ms. Clegg mentioned that the reset password feature is not working for her. A direct link to the intranet would be helpful.

Ms. Guglielmetti toured the Orchard property and was very impressed with the program and the work. The second progress payment has been approved.

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

Ms. Watson attended the Allumbaugh House "Joint Powers Entity" meeting last Monday. There is a \$37,000 shortfall due to the County not increasing their portion and Health and Welfare not paying. Ada County Commissioners will look at funding. Probation and Parole are not paying but are receiving a benefit.

Regarding the government shutdown, the agency is keeping its eye on programs and communication from HUD. We have been told there are enough funds from HUD to guarantee payment through February. BCACHA would be able to cover March with our reserves. There is concern in using Housing Choice Voucher admin fee reserves or other agency funds. In the past HUD would not replenish so HUD would have to make an exception to reimburse. We are receiving no guidance from the field offices. Ms. Clegg suggested getting this information to Anna Marie at Boise City and the City's lobbyist in D.C.- Amber.

New Path: There are 4 1-bedroom units, the rest are studios. The new HUD subsidy layering review has been halted during the shutdown. No HAP contract can be issued until the SLR is completed. We will prepare a letter to HUD contesting the inability to receive retro subsidy due to this delay. The developers seem to understand what is going on.

REAC Inspections: Liberty, Nez Perce and Vine Terrace will be inspected on 1/22, 1/24 and 1/29. These are very meticulous inspections and the score will dictate how often these inspections will happen in the future. This is a requirement of the recent refinancing.

Vice Chairman Rock reported that newly elected Diana Lachiondo has stated that she wants Ada County Commissioners to look for additional funding for Allumbaugh House. Comments were made that the current budget is locked in, but there are ways to revise. Ms. Watson informed the board that the Allumbaugh reports are in a different format and to advise her if any revisions are needed.

## **III. Report on Properties**

Ben Duke reported on the Capitol and Franklin Safety & Security grant project. The pole lights have been installed and will be checked on 1/14/19.

Shoreline North walkway: There will be a pre-bid walk-through next Thursday for sealing the concrete and repairing the structure.

Capitol/Franklin Plazas: Working on specifications for common area – tile and luxury vinyl.

#### **IV. Report on Programs**

No report on Programs.

### **OLD BUSINESS**

#### **I. Orchard Street Property Update**

The contractor is about 2/3 of the way through the project. Wright Brothers is doing an excellent job. Substantial completion date is set for 2/18//2019. The transitional move is expected the week of 3/8/19. We are working on getting a value indicator of our existing office furniture to determine what disposal method could be used. The March Board meeting will be at the new location. It was suggested that there be an open house in combination with an upcoming Board meeting. Ms. Clegg also suggested the Agency reach out to Valley Ride regarding possible increase in usage at our new location.

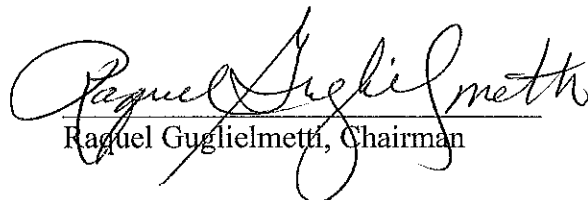
#### **II. Moore Street Development Subcommittee Report**

Mr. Reed reported that the subcommittee met last Friday. They will be setting up meetings with lenders to see what they can offer. He has created a spreadsheet for various scenarios of funding and/or unit compositions. All options are being explored including loans and bonds. The possibility of being a conduit bond issuer will also be explored. Ms. Clegg recommended this information be communicated to Boise City so it could be included in upcoming land trust discussions.

**At 5:11 p.m., there being no further business, the meeting was adjourned.**

Respectfully submitted,

  
Deanna L. Watson, Executive Director

  
Raquel Guglielmetti, Chairman