

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

**March 13, 2019 @ 4:00 p.m. – Housing Authority Office
1001 S Orchard Street, Boise**

CALL TO ORDER

ROLL CALL

CONSENT AGENDA (ACTION ITEM)

- I. Approval of Minutes - Meeting of the Board of Commissioners of February 13, 2019 – BCACHA**
- II. Financial Statements - Thru the Period Ended December 31, 2018**

REPORTS

- I. Chairman's Report**
- II. Executive Director's Report**
- III. Orchard Street Property Tour / Open House Discussion**
- IV. Report on Programs**

OLD BUSINESS

- I. Shoreline North Elevated Walkway Project (ACTION ITEM)**
- II. Moore Street Development Subcommittee Report**

NEW BUSINESS

ADJOURNMENT

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

**MEETING OF THE BOARD OF
COMMISSIONERS AND DIRECTORS
March 13, 2019**

TIME AND PLACE OF MEETING

Chairman Raquel Guglielmetti called the meeting to order at 4:10 p.m. on Wednesday, March 13, 2019. The meeting was held at the Boise City/Ada County Housing Authority Board Room, 1001 S Orchard Street, Boise, Idaho.

ROLL CALL

Commissioners Present: Chairman Raquel Guglielmetti, Commissioner Yvette Ashton, Commissioner Gary Machacek, Commissioner Jennifer Seamons, Commissioner Shellan Rodriguez, and Student Commissioner Maggie Schultz

Commissioners Absent: Vice Chairman Kent Rock, Commissioner Miguel Legarreta, Ex-Officio Commissioner Elaine Clegg, and Student Commissioner Garrett Richardson

Others Present: Executive Director Deanna Watson, Boise City Deputy Attorney Christine Starr, Ada County Deputy Attorney Steve Rutherford, Development Director Bob Reed, Housing Programs Director Jillian Patterson, Finance Director Diana Meo, Public Housing Manager Donna DeThorne, Senior Staff Accountant Annette Sampson, Development Construction Manager Ben Duke

CONSENT AGENDA

Commissioner Seamons 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 she and Deanna Watson will soon be interviewing candidates for the open commissioner seat along with the Ada County Commissioners.

II. Executive Director's Report

Idaho State Legislature

Ms. Watson reviewed pending legislation that is being considered during this session of the Idaho State Legislature and which may have impact on our agency and the housing industry.

First, there was a bill introduced which would have expedited the current eviction process that we feel would possibly make it more difficult for participants in our programs to gather necessary information to fight an eviction before the scheduled court dates. That bill failed on the floor, by two votes. Since it has been introduced by the same legislator in previous sessions, we assume that it will be introduced again in the future.

Secondly, there is urban renewal legislation being proposed which may impact the housing authority.

Finally, there are other pieces of proposed legislation that may indirectly affect our participants such as the training programs for people coming off Medicaid or SNAP funding. There is also legislation proposing contract language changes under professional services.

Strategic Planning

Ms. Watson and senior staff members will begin working on a strategic plan with the intention of presenting a draft plan to the Board in approximately three months. Part of the process will also be to articulate a succession plan.

Orchard Street Building Open House

Staff will be planning an open house to be held within the next couple of months. We will invite the community, focusing particularly on our architects, our relator Jay Storey, and other professionals who were involved in the project. In anticipation of this open house, Ms. Watson has done research on the Housing Authority's initial executive director, Jamie Thomson. She read from his obituary, which documented the many ways Mr. Thomson contributed his talents, time and energy in Boise throughout his 104-year life. It was suggested that BCACHA name their new board room after him and find a way to highlight his contributions at the open house.

New Path

Commissioner Seamons asked if New Path Community Housing intended to hold a more formal open house. Ms. Watson gave the background regarding the media event that took place in December, which failed to include major contributors to the project. Although staff from IHFA and the City of Boise agreed that mistakes were made at that event, there is no indication that another open house is planned. Ada County Commissioner Diana Lachiondo has mentioned that future collaborative projects will handle media events differently.

One of the concerns regarding funding is that the hospitals had understood that their New Path contribution was a one-time only, first year contribution. Now it is important to show them how their contributions have helped save the community resources since budgets are being developed for the next year. Vanessa Fry of Boise State is working on tracking outcomes. Perhaps she can provide some preliminary numbers even though the community has only been open for a few months.

The Housing Authority has yet to provide HAP payments since we are still waiting on a decision from HUD as to the start date. We are hoping that they will backdate the HAP agreement to compensate for time lost due to the government shut-down which was beyond our control. The developers have agreed that they would also prefer to wait for that outcome.

III. Orchard Street Property Tour

At 4:35 pm, the Commissioners and guests toured the new office building.

At 4:52 pm, the Commissioners and guests returned to the Board room and continued with the meeting.

We are investigating options for artwork for walls in the public areas. Commissioner Rodriguez mentioned that the Boise City Arts and History department has a collection that they loan to municipalities.

Development Construction Manager Ben Duke reviewed the budget numbers for the project. The project was completed with just 2.5% in change orders which is good. Half of that amount was for changes requested by us. A few projects remain to be done; blind replacement, motion sensor switches and handicapped parking. Finance Director Diana Meo said that after everything has been paid, there would still be a little cash for a reserve account.

Mr. Duke informed the Board that the building is in need of three new furnaces. The furnaces were all inspected in September and determined to be functioning. But by the time the new thermostats were installed, they were registering error messages. Another inspection was conducted and it was determined that three of the nine units are running inefficiently and will need to be replaced. These units are at the end of their life expectancy and we will be budgeting for the replacement of all the units within the next couple of years.

An open house will be planned for May or June. April's Board agenda will have an item that will address this more specifically.

IV. Programs

Housing Programs Director Jillian Patterson reported that the agency will be putting together its PHA annual plan and capital fund plan for next year. It will be submitted to the Board for review.

Commissioner Machacek left the meeting at 5:00 pm.

OLD BUSINESS

I. Shoreline North Elevated Walkway Project

Mr. Duke reported that the agency received two bids for the project. He had estimated \$150,000. One bid came in at \$149,000 and the winning bid came in at \$148,900. Temperatures need to warm up to 45 degrees for 2 to 3 weeks before the work can be done.

Commissioner Rodriguez moved to approve the bid for \$148,900 for the Shoreline North elevated walkway project, and for Director Watson to execute the necessary documents for completion. Commissioner Ashton seconded the motion. The motion passed unanimously by a voice vote.

II. Moore Street Development Subcommittee Report

Development Director Bob Reed reported that the Subcommittee met last month regarding rent structuring and financing. The conclusion of the committee is that it is not ready to meet with lenders quite yet. Mr. Reed is still investigating types of funding that is available. There are a number of developers who want to meet and to talk about collaborating.

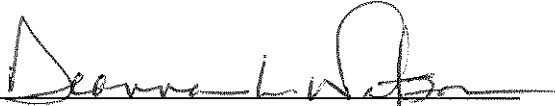
Financing package options are being researched including a housing foundation through Wells Fargo and PNC Bank out of Portland. He is also looking at bond financing and 4% tax credits.

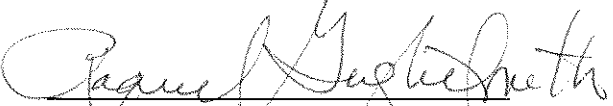
NEW BUSINESS

Ms. Watson mentioned that the Urban Land Institute is holding a forum entitled "Mixed Income Housing: How to Make it Happen." The date is April 5 and the presenters are Stephen Norman of King County Housing Authority and Ty McCutcheon of Daybreak Communities in Utah. Commissioner Seamons will be on the panel. We will forward the information to all commissioners so that we can register as a group.

At 5:26 p.m., there being no further business, the meeting was adjourned.

Respectfully submitted,


Deanna L. Watson, Executive Director


Raquel Guglielmetti, Chairman