

## **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**

**April 10, 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 March 13, 2019 – BCACHA**
- II. Financial Statements - Thru the Period Ended January 31, 2019**
- III. Financial Statements – Thru the Period Ended February 28, 2019**

#### **REPORTS**

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

#### **OLD BUSINESS**

- I. Moore Street Sub-Committee Report**

#### **NEW BUSINESS**

- I. Open House at Orchard Offices**

#### **ADJOURNMENT**

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

**MEETING OF THE BOARD OF  
COMMISSIONERS AND DIRECTORS  
April 10, 2019**

**TIME AND PLACE OF MEETING**

Chairman Raquel Guglielmetti called the meeting to order at 4:05 p.m. on Wednesday, April 10, 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, Vice Chairman Kent Rock, Commissioner Yvette Ashton, Commissioner Shellan Rodriguez, Ex-Officio Commissioner Elaine Clegg, and Student Commissioner Garrett Richardson

**Commissioners Absent:** Commissioner Miguel Legarreta, Commissioner Jennifer Seamons, Commissioner Gary Machacek, and Student Commissioner Maggie Schultz

**Others Present:** Executive Director Deanna Watson, Boise City Deputy Attorney Christine Starr, Ada County Deputy Attorney Steve Rutherford, Development Director Bob Reed, Finance Director Diana Meo, Senior Staff Accountant Annette Sampson, Development Construction Manager Ben Duke, April Durrant

**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 introduced April Durrant, our new Commissioner appointed by the Ada County Commissioners and awaiting ratification from the Boise City Council. April provided a short bio highlighting her background in volunteerism beginning with her service with the AmeriCorps and Senior Corps programs. In one of her positions, she worked through the local housing authority to provide afterschool children programs. She has been in Boise for six years and is excited to be a part of promoting affordable housing.

Two BCACHA commissioners, Shellan Rodriguez and Elaine Clegg, will be attending HA commissioner training at the annual PNRC conference in May.

Several commissioners and Deanna recently attended an ULI event which included talks by Stephen Norman, Executive Director of King County Housing Authority and Ty McCutcheon, President and CEO of Daybreak Communities from South Jordan, Utah. It might be beneficial in the future to connect with Mr. McCutcheon to learn how they brought community partners together to develop affordable housing.

The City Club of Boise will be hosting an event in April, the Marilyn Shuler Forum on Human Rights, and our student commissioner, Garrett Richardson, will be one of the speakers. He will speak on the importance of youth involvement in government.

At 4:15 p.m., Elaine Clegg joined the meeting.

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

Allumbaugh House: Deanna Watson gave an overview of the history of Allumbaugh House, the area's sub-acute mental health and detox center, a place to serve people without insurance or other resources and means for treatment. The housing authority owns the building and Terry Reilly has provided the services since the facility opened. Custodial services in the building have been a challenge and the agency recently received Board approval to bring these services in-house. We have a current staff member who will be taking over the cleaning of Allumbaugh House. This will happen in May. We have hired an additional custodial position, and he is currently training.

In addition to the land where Allumbaugh Housing is located, there is an adjacent piece of property available for development. We have started initial planning on what that development might look like. We would like to consider a transitional housing development to assist those coming out of treatment at Allumbaugh House. Over 50% of those who are treated there come from homelessness and return to homelessness once they are through the program. Along with other options, the possible use of container homes is being investigated.

Strategic Planning: Ms. Clegg asked about the Board's role in providing direction and vision in developments such as this. Ms. Watson said that the agency is also in the preliminary processes of developing a new five-year strategic plan with outside facilitation. It was agreed that possible facilitators would be interviewed by staff and members of the board and that perhaps board members would also be part of a planning sub-committee. This plan will combine an updated plan for program administration and development, affordable housing development, realignment of resources and staff changes for future need. The draft plan will be brought before the Board for recommendations and approval.

Orchard Office Building Rent: By this time next month, we will have been in the new building long enough for our Finance Director Diana Meo to determine a reasonable rent for us to charge ourselves in order to set up a reserve account for future building needs. This will give the financial statements a different look going forward.

Ms. Watson introduced Ben Duke for the report on properties and announced that this will be his last Board meeting as our Development Construction Manager. He has accepted an opportunity to work for Ada County in their construction department and he will be leaving on April 12. She gave the board a brief history of his projects with the agency, the last one being the oversight of the development of the Orchard office.

### **III. Report on Properties**

River Plaza: Questions were raised about the return of the agency's security deposit from the new owners of River Plaza. A walk-through with the owners was done on March 28. We are working through a list of deficiencies that they determined may need attention. Many or all of their items are things that we believe are normal wear and tear from our tenancy, and that the building was left substantially above the condition it was in when our lease with the owners began.

Shoreline North: The elevated walkway repair project is ready to begin, once the weather warms up to the required temperature. The property will have a REAC inspection on May 15 and staff has informed HUD about the project. Chairman Guglielmetti strongly recommended that the project not be started if it cannot be completed before the REAC inspection.

At 4:45 p.m., Garrett Richardson left the meeting.

Shoreline Plaza: The roof project is in the drawing and planning stages with the architects. The bid packet is ready to be uploaded to the website with a pre-bid meeting scheduled for May 16. Deadline for bids is June 5, and bid opening will be on June 6.

Ada County Capital Funds: These will need to be allocated soon. Six projects were identified at the last property inspection.

Capitol and Franklin Plazas Flooring: Initial preparations and specifications for this project are done.

Davis-Bacon Monitoring at New Path: All work on this has been completed and a final invoice is prepared to be submitted to the developers. We are waiting until the HAP contract is in effect to submit the bill. Since HUD has not yet finished the subsidy layering review on the project, the HAP contract has been held up. Ms. Watson reviewed the history of the project, the initial subsidy layering review, the need to resubmit due to new funding that was included in the project and the difference in bedroom/studio designations. The government shut-down also contributed to the delay of the second review. The housing authority requested that the contract be backdated due to some of these circumstances and we are still waiting their decision. A contract can be entered into as of February 1, but the developers have decided to wait in hopes of an earlier date.

Ms. Clegg asked what lessons have been learned from this process so that future projects may go more smoothly. Ms. Watson stated that similar steps involving the Valor Pointe project have gone much better. There is on-going and regular communication between all partners, the Valor Pointe subsidy layering review has already been submitted with all possible funding sources

declared, even if they are still in the application stages. The project has redesigned their elevator to accommodate a stretcher in full prone position. There has been an agreement that residents at Valor Pointe will follow the McKinney/Vento definition of homelessness to keep the integrity of the project.

Ms. Guglielmetti asked Ms. Upchurch to include New Path and Valor Pointe on future agendas under Old Business.

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

The report on programs was mainly handled under “properties” and the Executive Director’s report.

Public Housing Challenges: On-going issues in our public housing programs were discussed. These challenges come in part from the change in demographics of the tenant populations in public housing. Initially, in the 1960’s, our public housing properties were set aside for elderly households. Later, non-elderly disabled applicants were included and slowly the ratio of elderly to disabled has gone from approximately 80-20 to 40-60. Nearly all disabled residents are dealing with mental health disorders. Our agency has two service coordinators, hired by way of grant programs, who serve to connect residents with local services to help them live as independently as possible. Our challenges are figuring ways to have these two very different populations live in harmony in such close communities. Our service coordinators are not social workers or health care providers and sometimes their interactions with residents can become confrontational.

At 5:30 p.m., Vice Chairman Rock left the meeting.

### **OLD BUSINESS**

#### **I. Moore Street Sub-Committee Report**

Development Director Bob Reed reported on structuring the Moore Street project. He has met with lenders and discussed rates and terms. He has developed ten different scenarios for the sub-committee to consider as options. He does not have a recommendation to present tonight, but will have by the next board meeting. Most options require \$2 million or more of input from the housing authority which Ms. Watson has determined to be too risky for the agency overall. He has other inquiries for soft money and meetings set up to look at possible partnerships. His scenarios have also considered a variety of different rent structures.

IHFA has changed the Qualified Allocation Plan. Mr. Reed assumes this may be in part because of the recognition that in the last two rounds of allocation, seven projects have been awarded in Canyon County, with only one in Ada County. Nearly all of the tax credits have gone to one county in Idaho, leaving all other proposals out of the loop. IHFA has recognized the concentration problem and changed the QAP to bring in a more level playing field. One of the changes is to give preference to a county that has not had an allocation within the last two years.

Ms. Clegg asked about what the agency is allowed to consider regarding this property. Does the agency need to partner with a developer through the RFP process or can it just chose a partner? Mr. Reed explained that the project is being developed through a non-profit arm of the agency, Affordable Housing Solutions Inc., which would not require an RFP. Ms. Watson stated that the agency is looking at possibly going a third round with the LIHTC application process, partnering with a developer and even possibly selling the property. There are issues with the soil on the property and a heavy cost to cure.

Ms. Rodriguez requested that Mr. Reed have enough information to offer a clear recommendation at the next board meeting. She would like information on development fees, deferred costs, refinancing requirements, the cost to the housing authority, when would the agency see positive cash flow from the project, and what selling the property might bring to the agency. And if 9% tax credits is the way to go, what would be a backup plan if it does not receive an allocation.

At 5:55 p.m., Ms. Clegg left the meeting.

## **NEW BUSINESS**

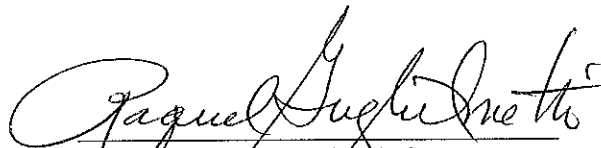
### **I. Open House at Orchard Offices**

It was discussed that it would be best to wait until June to schedule an open house. Reasons include the staff's on-going organization into the new space, the weather, the need for artwork, and to discuss invitations with board members.

**At 6:00 p.m., there being no other business, the meeting was adjourned.**

Respectfully submitted,

  
Deanna L. Watson, Executive Director

  
Raquel Guglielmetti, Chairman