

## AGENDA

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

SPECIAL MEETING OF THE BOARD OF COMMISSIONERS AND DIRECTORS  
Monday, June 21, 2021– 4:00 p.m.  
Housing Authority Office – 1001 S. Orchard Street Boise, Idaho

### I. ROLL CALL

### II. CONSENT AGENDA (ACTION ITEM)

All items with an asterisk (\*) are considered to be routine by the Board and will be enacted by one motion. There will be no separate discussion on these items unless a Board member or citizen so requests, in which case the item will be removed from the general order of business and considered in its normal sequence. The vote on the Consent Agenda will be by roll call vote.

#### A. Minutes, Resolutions and Routine Matters

- \*1. Board of Commissioners Meeting Minutes, May 12, 2021 (ACTION ITEM)
- \*2. Financial statements thru the period ended April 30, 2021 (ACTION ITEM)

### III. REPORTS

- A. Chairman's Report
- B. Executive Director's Report
- C. Report on Properties
- D. Report on Programs

### IV. NEW BUSINESS

- A. Vine Terrace Apartments Roof Project

EXECUTIVE SESSION Per Idaho Code §74-206 (1)(d) To consider records that are exempt from disclosure as provided in Chapter 1, Title 74, Idaho Code.

- B. To Consider Approval of Personnel Item (ACTION ITEM)

### V. UNFINISHED BUSINESS

- A. Emergency Rental Assistance Program (ERAP) Update
- B. Landlord Incentive Program Update
- C. Development Update and Discussion
  - 1. Moore Street Property
  - 2. Allumbaugh Street Property

## VI. ADJOURNMENT

Related agenda documents are available for public review by visiting:

<https://bcacha.org/about/board-of-commissioners/>

Limited seating is available at Boise City / Ada County Housing Authorities. Consider joining the meeting virtually through the Zoom link below:

When: Jun 21, 2021 04:00 PM Mountain Time (US and Canada)

Topic: BCACHA Special Meeting of the Board and Directors

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/82415994064?pwd=aXRld2czTXo1bmVSaEd4V1JrMWhiQT09>

Passcode: 410552

Or One tap mobile :

US: +16699006833,,82415994064#,,,,\*410552# or +12532158782,,82415994064#,,,,\*410552#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 or +1 929 205 6099 or +1 301 715  
8592 or +1 312 626 6799

Webinar ID: 824 1599 4064

Passcode: 410552

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

**SPECIAL MEETING OF THE BOARD OF  
COMMISSIONERS AND DIRECTORS**

**June 21, 2021**

**TIME AND PLACE OF MEETING:**

Chairman Raquel Guglielmetti called the meeting to order at 4:02 p.m., on Monday, June 21, 2021. The meeting was held at the Boise City / Ada County Housing Authorities' Board Room, 1001 S Orchard Street, Boise ID 83705, and via Zoom link.

**I. Roll Call**

**Commissioners Present:** Chairman Raquel Guglielmetti, and Vice Chairman Kent Rock

**Commissioners Present via Zoom:** Commissioner Julianne Donnelly Tzul, Commissioner Shellan Rodriguez, Commissioner Jennifer Seamons

**Commissioners Absent:** Commissioner Jaime Hansen, Commissioner Tiffany McKee, Ex-Officio Commissioner Elaine Clegg

**Others Present:** Executive Director Deanna Watson, Boise City Deputy Attorney Tyler Powers, Ada County Deputy Attorney Catie Freeman, IT & Operations Administrator Ron Barstow, Housing Programs Director Jillian Patterson, Finance Director Diana Meo, Construction Manager Ben Duke, Public Housing Program Manager Donna DeThorne

**II. CONSENT AGENDA**

**Vice Chairman Rock moved that the board approve the Consent Agenda and that the vote be by roll call. Commissioner Seamons seconded the motion.**

A roll call vote was taken.

Chairman Guglielmetti	Aye
Vice Chairman Rock	Aye
Commissioner Rodriguez	Aye
Commissioner Donnelly Tzul	Aye
Commissioner Seamons	Aye

**The motion passed by roll call vote.**

### **III. REPORTS**

#### **A. Chairman's Report**

There was no Chairman's Report.

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

Executive Director Watson referred the board to the report she sent previously and there were no questions.

#### **C. Report on Properties**

Construction Manager Ben Duke reported the all three bids for the Vine roof project were nonresponsive. He is now updating the bid packets and the project will be back out for bid on Friday, June 25, 2021.

The Shoreline and Shoreline North security camera project is nearly complete with inspection and testing to be done on Monday, June 28, 2021.

The Streamside fencing project has been pushed out by 10 weeks and the Shoreline carpet project is out 6 weeks. Both delays are due to the contractor experiencing delays in receipt of materials.

#### **D. Report on Programs**

Housing Programs Director Jillian Paterson reported that Boise City Housing Authority received 41 Emergency Housing Vouchers. These vouchers were received for individuals and families who are 1) homeless, 2) at risk of homelessness, 3) fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking or human trafficking, or 4) recently homeless. This program also requires that applicants are offered housing search assistance and that the PHA partner with the Continuum of Care or other homeless or victim services providers to assist qualifying families through a direct referral process.

### **IV. NEW BUSINESS**

#### **A. Vine Terrace Apartments Roof Project**

There were no recommendations regarding the Vine roof project, as all bids were nonresponsive.

### **EXECUTIVE SESSION**

#### **A. To consider Approval of Personnel Item**

**Vice Chairman Rock moved the board enter executive session per Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure as provided in Chapter 1, Title 74, Idaho Code. Commissioner Seamons seconded the motion.**

At 4:12 p.m., a roll call vote was taken.

Chairman Guglielmetti	Aye
Vice Chairman Rock	Aye
Commissioner Rodriguez	Aye
Commissioner Donnelly Tzul	Aye
Commissioner Seamons	Aye

**The motion passed by roll call vote.**

**Vice Chairman Rock moved that the board leave executive session and that the vote be by roll call. Commissioner Seamons seconded the motion.**

At 4:321 p.m., a roll call vote was taken.

Chairman Guglielmetti	Aye
Vice Chairman Rock	Aye
Commissioner Rodriguez	Aye
Commissioner Donnelly Tzul	Aye
Commissioner Seamons	Aye

**The motion passed by roll call vote.**

**Vice Chairman Rock moved that the board approve 240 hours of vacation leave payout as per the employee handbook and discussion in executive session, and that the vote be by roll call. Commissioner Seamons seconded the motion.**

Chairman Guglielmetti	Aye
Vice Chairman Rock	Aye
Commissioner Rodriguez	Aye
Commissioner Donnelly Tzul	Aye
Commissioner Seamons	Aye

**The motion passed by roll call vote.**

**V. UNFINISHED BUSINESS**

**A. Emergency Rental Assistance Program (ERAP) Update**

Ms. Patterson presented a Power Point presentation with updated information for the ERAP program. They will be adding more temporary workers to handle applications. The initial applications remain steady. Renewal applications have increased.

Ms. Watson explained the process that she and Ms. Patterson are working on with IHFA in order to coordinate the use of ERAP funds in Boise City and to ensure no duplication of assistance. Although IHFA was under the impression that there would be a mechanism to indicate duplicate applicants if the Housing Authority used Yardi, that is not the case. IHFA is not currently live

with Yardi. The Housing Authority is looking at the emergency sole-source option for procurement of the Yardi system.

**B. Landlord Incentive Program Update**

Ms. Patterson reported that the landlord incentive program ended May 31, 2021. She is working on expanding the program and finding ways to fund this program in the future.

**C. Development Update and Discussion**

1. Moore Street Property
2. Allumbaugh Street Property

Ms. Watson and members of the development advisory committee provided an update to the board on development progress points. The board guidance was for the advisory committee to continue working to try to find the best path forward without avoidable delay.

**ADJOURNMENT**

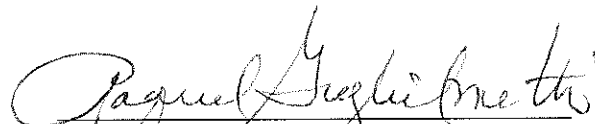
**At 5:30 p.m., Vice Chairman Rock moved to adjourn the meeting. Commissioner Seamons seconded the motion. The motion passed by a voice vote.**

**Documents provided as part of this meeting include:**

Minutes of the Board of Commissioners and Directors – May 12, 2021  
Financial Statements thru the period ended April 30, 2021

Respectfully submitted,

  
Deanna L. Watson, Executive Director

  
Raquel Guglielmetti, Chairman