

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
4:00 p.m. August 12, 2020
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 and Reports

- *1. Board of Commissioners Meeting Minutes, July 8, 2020 (ACTION ITEM)
- *2. Financial Statements for the Period Ended June 30, 2020 (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. Budget Review FY2021 – presentation by Diana Meo

V. UNFINISHED BUSINESS

- A. Moore Street – Take up approved motion to sell Moore Street Property with a discussion on RFP for broker services. (ACTION ITEM)
- B. New Path Update
- C. Valor Point Update
- D. CHOIS Program Housing Update
- E. Allumbaugh Housing Development Update
- F. Strategic Plan – Update on current status
- G. Technology Upgrades

VI. EXECUTIVE SESSION

Per Idaho Code § 74-206 (1)(f) To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement.

VII. ADJOURNMENT

Related agenda documents are available for public review by visiting:

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

Due to the COVID-19 Pandemic, BCACHA is providing public access to this board meeting via telephone conference. Please call the conference line at (844) 844-0414 and the following PIN number to access the meeting: 123493

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

MEETING OF THE BOARD OF COMMISSIONERS and DIRECTORS

August 12, 2020

TIME AND PLACE OF MEETING

Chairman Raquel Guglielmetti called the meeting to order at 4:06 p.m. on Wednesday, August 12, 2020. The meeting was held at the Boise City / Ada County Housing Authorities' Briefing Room, 1001 S Orchard Street, Boise, ID 83705.

I. ROLL CALL

Commissioners Present: Chairman Raquel Guglielmetti, Vice Chairman Kent Rock, Commissioner Jaime Hansen, Commissioner Shellan Rodriguez

Commissioners Absent: Commissioner Gary Machacek, Commissioner Jennifer Seamons, Ex-Officio Commissioner Elaine Clegg

Others Present: Executive Director Deanna Watson, Ada County Deputy Attorney Ammon Taylor, Ada County Deputy Attorney Catie Freeman (via telephone conference), Boise City Deputy City Attorney, Mary Grant (via telephone conference), Operations Administrator Ron Barstow, Housing Programs Director Jillian Patterson, Finance Director Diana Meo, Development Construction Manager Ben Duke, Senior Staff Accountant Annette Sampson (via telephone conference), Public Housing Manager Donna DeThorne, Attorneys Julian Gabiola and Jetta Mathews (for executive session only and via telephone conference) and Executive Assistant Ann Upchurch

II. CONSENT AGENDA

Vice Chairman Rock moved to approve the Consent Agenda and that the vote be by roll call. Commissioner Hansen seconded the motion.

At 4:06 p.m., a roll call vote was taken.

Chairman Guglielmetti	Aye
Vice Chairman Rock	Aye
Commissioner Seamons	Aye
Commissioner Hansen	Aye
Commissioner Rodriguez	Aye

The vote passed by unanimous roll-call vote.

III. REPORTS

A. Chairman's Report

Chairman Guglielmetti mentioned that the housing authorities' management team has a plan in place to put out a notice to participants in the various housing programs for those who may be interested in the participant board seat. Commissioner Machacek's commission ends in October 2020 and he has notified the board that he will not be seeking reappointment. Ms. Guglielmetti also mentioned her family member's health concerns which may require that she also step down from the board. Vice Chairman Rock will conduct the board meetings for at least for the next two or three months.

Ms. Guglielmetti also reminded the board members that there are commissioner training opportunities still available for which members can take advantage. If no one is able at this time, we will reschedule these for next year.

Commissioner Rodriguez had offered a suggestion on ways to structure a form of reporting from staff ahead of board meetings, to specify how agenda items relate to the strategic plan and to provide pre-worded motions to make these easier for board members to articulate at meetings. With some legal advice, however, these would not always be appropriate as they may tend to create an influence on decisions by the board. Ms. Rodriguez emphasized that her main interest was to have an idea of how decisions might impact the budget, and to have that information ahead of meetings.

B. Executive Director's Report

Executive Director Watson asked the board for questions regarding her August briefing report. No questions were asked. Since her updated, she shared that the agency had received national recognition from NAHRO for the annual back-pack program, a program that connects backpack donors from Southminster Presbyterian Church to school children of our participants with needed back-to-school supplies.

She reviewed the outcomes of a meeting earlier this week with "Our Path Home," including how shelters are dealing with COVID19 positive cases amongst their guests. She reviewed the progress that IHFA is making regarding their target to pay out \$8.6 million in CARES Act assistance to those at risk of eviction or needing help with utility costs due to COVID-related income loss. The housing authority is evaluating possibly applying for funding in order to help our applicants while they are on waiting lists for rental assistance through traditional programs.

The City of Boise is also looking for a future permanent supportive housing project. The housing authority will ask to be integral in that pursuit as there is vacant land on Allumbaugh that is needing to be developed into such a project.

C. Report on Properties

Development Construction Manager Ben Duke reported that one project has started within the last week. This is the exterior brick sealant project, with everything going well so far.

The other project that will start shortly is a bathroom remodel project at the Streamside property. A contractor is now under contract.

D. Report of Programs

There were no reports on programs.

IV. NEW BUSINESS

A. Budget Review FY 2021

Finance Director Diana Meo provided an overview of the proposed budget for FY2021. The budget will be presented to the board at the September board meeting for final approval.

V. UNFINISHED BUSINESS

A. Moore Street

There was a general discussion on the past development efforts for the Moore Street property. Recently, there has been more interest from several developers that may warrant more scrutiny and discussion. The issue is that after the board voted to not proceed with the proposal received through the RFP process, there remained a tabled decision by the board from 2019 to proceed with the sale of the property. Ms. Guglielmetti asked that the board consider rescinding that vote so that it is no longer being held as a tabled decision for an extended period of time.

Commissioner Rodriguez moved that the board rescind the motion of July 1, 2019, providing for the sale of the Moore Street site including the authority for the Executive Director to issue an RFP for real estate broker services, and that the vote be by roll call. Commissioner Hansen seconded the motion.

At 5:45 p.m., a roll-call vote was taken:

Chairman Guglielmetti	Aye
Vice Chairman Rock	Aye
Commissioner Rodriguez	Aye
Commissioner Hansen	Aye

The vote passed by unanimous roll-call vote.

B. New Path Update

Nothing new to report on New Path.

C. Valor Pointe Update

The celebration of the opening of Valor Pointe was held yesterday with praise from Ms. Watson as to the development of the project.

D. CHOIS Program Housing Update

Mr. Duke reported that currently the housing authority is in the process of relocating four resident households. One household has moved out, two are moving out in August and the final household will likely not move until the end of September. Construction will start sometime in October. Housing Programs Director Jillian Patterson reported that based upon that timeline, her department will be working with service providers to identify CHOIS households for the newly renovated duplexes.

E. Allumbaugh House Development Update

This update was covered under the report earlier concerning the meeting with “Our Path Home.”

F. Strategic Plan

Chairman Guglielmetti provided an update on the progress of updating the plan, incorporating comments received from board members. The plan is to come back to the board with a revised strategic plan by September.

G. Technology Upgrades

Operations Administer Ron Barstow updated the board on the progress of upgrading the housing authorities’ ability to offer audio/video meetings to the general public and agency participants and partners. Additional laptops and cameras are being purchased as back-ordered equipment becomes available.

At 6:01 p.m., a short recess was taken.

VI. EXECUTIVE SESSION

A motion was made by Vice Chairman Rock to enter into Executive Session at 6:07 p.m. per Idaho Code §74-206 (1)(f) To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated, and that the vote be by roll call. The mere presence of legal counsel at an executive session does not satisfy this requirement. Commissioner Rodriguez seconded the motion.

Chairman Guglielmetti	Aye
Vice Chairman Rock	Aye
Commissioner Rodriguez	Aye
Commissioner Hansen	Aye

The vote passed by unanimous roll-call vote.

At 6:42 p.m., a motion was made by Vice Chairman Rock to move out of Executive Session, and that the vote be by roll call. Commissioner Hansen seconded the motion. A roll-call vote was taken.

Chairman Guglielmetti	Aye
Vice Chairman Rock	Aye
Commissioner Rodriguez	Aye
Commissioner Hansen	Aye

The vote passed by unanimous roll-call vote.

The Executive session was adjourned at 6:42 p.m. and the board returned to open meeting.

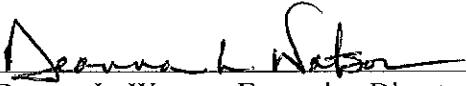
VII. ADJOURNMENT

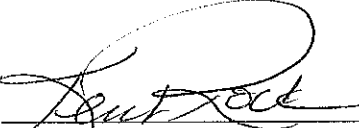
There being no further business, at 6:42 p.m., the open meeting was adjourned.

Documents provided as part of this meeting include:

Minutes of July 8, 2020
Financial Statements for period ended June 30, 2020
Housing Authority Budget Amounts – Preliminary
FY2021 Budget Presentation
Review of Moore Street Board Actions – 2019
Minutes of May 8, 2019
Minutes of June 12, 2019
Minutes of July 1, 2019
Minutes of July 10, 2019

Respectfully submitted,


Deanna L. Watson, Executive Director


Raquel Guglielmetti, Chairman
Vice Chair