

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

**MEETING OF THE BOARD OF COMMISSIONERS**

August 9, 2017

**TIME AND PLACE OF MEETING**

Chairman Brad Foltman called the meeting to order at 4:00 p.m. on Wednesday, August 9, 2017. The meeting was held at the Boise City/Ada County Housing Authority, 1276 River Street, Boise, ID 83702.

**ROLL CALL**

Board members in attendance were: Chairman Brad Foltman, Vice Chairman Kent Rock, Commissioner Raquel Guglielmetti, and Commissioner Miguel Legarreta

Board members absent were: Commissioner Ryan Fitzgerald, Commissioner Gary Machacek, and Commissioner Yvette Ashton

Others present: Executive Director Deanna Watson, Ada County Deputy Attorney Ted Argyle, Deputy City Attorney Rob McQuade, Development Director Bob Reed, Development Construction Manager Ben Duke, Finance Director Diana Meo, Senior Staff Accountant Annette Sampson, Executive Assistant Ann Upchurch.

**CONSENT AGENDA**

**I. Regular Board Minutes, July 12, 2017: Boise City/Ada County Housing Authority.**

**A motion was made by Commissioner Guglielmetti to approve the regular meeting minutes of July 12, 2017. Commissioner Legarreta seconded. The motion passed by a voice vote with Vice Chairman Rock abstaining.**

**II. Regular Board Minutes, July 12, 2017 - Affordable Housing Solutions, Inc.**

**Commissioner Guglielmetti moved to approve the minutes of the July 12, 2017 Meeting of the Board of Affordable Housing Solutions, Inc. Commissioner Legarreta seconded. The motion passed by a voice vote with Vice Chairman Rock abstaining.**

### **III. Financial Statements Thru the Period Ended June 30, 2017.**

**Commissioner Guglielmetti moved to approve the Financial Statements through the period ended June 30, 2017. Commissioner Legarreta seconded. The motion passed unanimously by a voice vote.**

### **IV. Bills and Communications: None**

## **Old Business**

### **I. Chairman's Report:**

Chairman Foltman referred the commissioners to the packet information that describes the current status of the River Plaza office building purchase and sale agreement. Additionally, he asked commissioners to review the comparative presentation that spells out the terms, prices, conditions of potential properties that BC/ACHA may be interested in purchasing. It may be necessary to hold a special Board meeting later this month to discuss these options, so it would be helpful to be familiar with the information.

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

Director Watson referred commissioners to her written update dated August 9, 2017. She highlighted the following points of discussion:

Tree Damage to Capitol Plaza: A neighbor's tree fell on the property doing damage to eight balcony awnings and exterior brickwork. The total repair costs have reached \$11,911. The insurance agency for the tree owner has denied coverage citing their "act of God" clause. Our insurance company will receive the claim and has stated that this will not raise our premium rates. Commissioner Rock suggested that BC/ACHA should direct our insurance company to subrogate the claim with the neighbor's insurance agency. Ted Argyle agreed that it would be worth the attempt, although County Attorney Erica White has advised BC/ACHA that it is unlikely the neighbor's insurance would agree to cover any damages. She said that BC/ACHA would have needed to have previously warned the neighbor about the poor health of the tree in order to prove negligence.

New Path Development: Groundbreaking will be Wednesday, September 20. The Seattle HUD office has received word that HUD has completed the subsidy layering review and there will be a letter sent to us shortly.

PHAS Score Update: We received notice that our PHAS (Public Housing Assessment System) score for Boise City Housing Authority has placed our agency in the "High Performer" designation status. This is a change from a previous determination of "Standard." That decision had been appealed by Ms. Meo and it successfully resulted in an improved score.

## **New Business**

### **I. Budget Presentation FY 2018**

Ms. Meo presented the Fiscal Year 2018 Budget to be considered for approval at the September board meeting.

Chairman Foltman thanked Ms. Meo and her department for their hard work and diligence in putting the preliminary budget together.

### **II. Ratify Purchase and Sale Agreement for River Plaza Office Building**

As there have been no changes to the terms of the Purchase and Sale Agreement since the last Special Board meeting, Chairman Foltman asked for a motion to ratify the counter offer.

**Commissioner Guglielmetti moved to approve the Purchase and Sale Agreement as executed for the purchase and sale of the River Plaza office building. Vice Chairman Rock seconded. The motion passed unanimously by a voice vote.**

### **III. Review terms of leaseback agreement and authorize the Chairman and Executive Director to sign relating documents.**

BC/ACHA intends to use a similar version of the lease that Access Behavioral Health has signed with us for the leaseback with the new owners. Deanna will send the lease agreement to the full Board. It will stipulate a one-year leaseback with two optional six-month extensions. It was recommended that we have our legal team review the lease agreement and Mr. Argyle agreed.

It is assumed that the Board will need to meet later in August to review the closing documents prior to the targeted closing date of September 1, 2017.

### **IV. Consideration for Approval of BC/ACHA Public Records Policy (updated).**

Executive Assistant Ann Upchurch presented an updated version of the BC/ACHA Public Records policy. The new version includes updated Idaho State Codes, formatting corrections, pricing clarification and a simplification of the records request form. Legal has reviewed the policy for content.

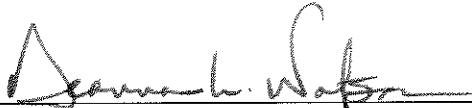
**Commissioner Guglielmetti moved to approve the updated Public Records Policy as dated 3/16/2017. Vice Chairman Rock seconded the motion. The motion passed unanimously by a voice vote**

**Update of the Sandhill Crane Development**

Development Director Reed updated the Board on the progress of the applications to the City of Boise (for HOME funds) and Idaho Housing and Finance Association (for LIHTC). All pieces have been delivered by the deadlines. Mr. Reed said the application to IHFA scores very high. Decisions will be made within the next few months.

There being no further business, the meeting was adjourned at 5:10 p.m.

Respectfully submitted,

  
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Deanna L. Watson, Executive Director

  
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Brad Foltman, Chairman