

**BOISE CITY/ADA COUNTY HOUSING AUTHORITY
SHORELINE PLAZA INC. & AFFORDABLE HOUSING SOLUTIONS, INC.
COMMISSIONERS/DIRECTORS
August 10, 2016 @ 4:00 p.m. – Housing Authority-3rd Floor Board Room
1276 River Street, Suite 300, Boise, Idaho**

CALL TO ORDER

ROLL CALL

CONSENT AGENDA

- I. Regular Meeting Minutes of July 13, 2016**
- II. Financials for June, 2016**
- III. Bills and Communication**
 - a. Section 8 Housing Choice Voucher Program – Award of Additional Funding**
 - b. ACHA Approval of Actual Modernization Cost Certificate**
 - c. FSS Coordinator Renewal Funding – ACHA**
 - d. FSS Coordinator Renewal Funding – BCHA**

OLD BUSINESS

- I. Chairman’s Report**
- II. Executive Director’s Report**
- III. Boise 5 Update**

OLD BUSINESS (ACTION)

- I. Sandhill Crane Development Update**

NEW BUSINESS

- I. Presentation of FY 2017 Budget**

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

MEETING OF THE BOARD OF COMMISSIONERS

August 10, 2016

There was an informal presentation of the preliminary FY17 budget by Finance Director Diana Meo prior to the meeting being called to order.

TIME AND PLACE OF MEETING

Chairman Foltman called the meeting to order at 4:30 p.m. on Wednesday, August 10, 2016. The meeting was held at the Boise City/Ada County Housing Authority Board Room, 1276 River Street, Boise, ID 83702.

ROLL CALL

Commissioners Present: Chairman Foltman, Vice Chairman Rock, Commissioner Legarreta and Commissioner Ashton

Commissioners Absent: Commissioner Fitzgerald and Commissioner Machacek

Others Present: : Ada County Deputy Attorney Ted Argyle, Chief Deputy City Attorney Steve Rutherford, Executive Director Deanna Watson, Development Director Bob Reed, Finance Director Diana Meo, Lead Supportive Housing Representative William Hulburt and Sr. Staff Accountant Annette Sampson

CONSENT AGENDA

Regular Board Minutes July 13, 2016:

Commissioner Legarreta moved to approve the minutes of the July 10, 2016 Board of Commissioners meeting. Commissioner Ashton seconded. The motion passed by a voice vote.

Financial Statements for June, 2016:

Commissioner Legarreta moved to approve the June, 2016 financials. Commissioner Ashton seconded. The motion passed by a voice vote.

Bills and Communications:

Director Watson stated she will be increasing the amount of official correspondence that's report to the Board.

Boise City HA was awarded an additional \$52,272 in VASH funding, bringing the total number of VASH vouchers to 187.

Received approved Actual Modernization Cost Certificate for Ada County Capital Fund Program for FY13 from HUD.

Received funding renewal for all four FSS Coordinator positions.

OLD BUSINESS

Chairman's Report:

Chairman Foltman deferred to Director Watson.

Executive Director's Report:

River Plaza

Director Watson reported work in under way on the pharmacy that will be located within Access Behavior Health's 1st floor offices.

The Veteran's Administration is adding additional security features within their suite.

Staff is still trying to work with Tomlinson to get the parking lot punch items repaired but not getting much response. Since it has been over two years since the walkway was removed by Tomlinson we may fix the items ourselves and deduct the repair amount from our payments to Tomlinson for our portion of common area maintenance, as we did to recoup the towing and storage costs of an Access vehicle. There is now signs of rust under the 2nd floor balcony that is causing concern. A drain has been added to a portion of the building and staff is now trying to confirm if work was done before or after the last correspondence to Tomlinson was sent to.

Elevators

The elevator maintenance contract is still in Schindler's legal department. No maintenance is currently being done. Staff will inquire into a price for a one time service. If we wait until October to sign the contract, we will avoid a 2% increase that will happen on October 1. The Shoreline elevator modernization is currently out to bid. Only two vendors have picked up bid packets. One is an elevator company (Schindler) and one is not (Wright Brothers).

Crisis Center

Ada County has agreed to be the fiscal agent for the crisis center. State funds of \$200,000 were budgeted for the physical work and architects are working on revising their estimates since their numbers are about 1 year old. The costs should still be under the allotted amount.

Ada County has declined to participate in the funding of the project manager. The costs were to be allocated between the entities involved, but then other entities pulled their support. The City of Boise stated the amount may be less than anticipated and will cover the difference.

Housing First

An article was run in the Idaho Statesman regarding the Housing First project quoting IHFA, City of Boise and Director Watson that alarmed HUD's Seattle headquarters. A strongly worded email was received reminding us that we may not decide where project based vouchers will go. Lisa Stevens from IFHA was copied on this email and City of Boise staff is also aware of this email. This may be beneficial since it shows others that the Housing Authority does have constraints due to HUD regulations, and it is due to regulations and program development that BCACHA must be careful in the timing and direction of the steps it is taking.

HMIS

IHFA sent a letter to City of Boise regarding the HMIS (Homeless Management Information System), which is the program the federal government uses to get statistics for the continuum of care and for which IHFA is the lead agency. There are various rules and time consuming steps related to how the data is to be captured. The process takes staff time but the program does not provide financial assistance to cover staff time in data verification and entry. IHFA has the control over reports and security. The continuum of care performance working group has been looking into alternatives to the HMIS system and IHFA grew concerned over the possible change in vendors. The City is working with a HUD technical assistance provider to help resolve outstanding issues.

Boise 5

Bob Reed gave an update on the refinancing. Chairman Foltman has signed the applications and HUD has assigned an underwriter. The assignment of underwriting has been moved among various HUD offices but now seems to have been settled. A senior appraiser reviewer will look at the sites and some units to be sure appraisal is correct on 8/24/16. HUD is aware of our deadline to pay off the bonds and has 45 days once applications are submitted to approve them. He's anticipating a mid-September commitment.

Repairs are scheduled to be completed before closing. HUD determined the new guidelines must be followed for this project so radon testing must be done on all remaining ground floor units by mid-September. HUD shortened longevity of assets so this is changing the amount of replacement reserves needed. Originally \$980,000, decreased to \$640,000, now \$1,200,000. Interest rates are in our favor. Schindler stated the Shoreline Plaza elevators were good for the next several years so HUD took those repairs off of their list to complete. Even so, these will be repaired and is out to bid currently per Director Watson.

Mr. Argyle suggested scheduling a meeting once the commitment letter is received with Mike Stoddard to make sure everything is set to go and will give everyone enough time to think of all the details. He also suggested Mike make an assignment of duties. Mr. Reed said a meeting will be scheduled with Mike Stoddard, Danielle Quaid and Mike Decina to discuss call date and other pertinent items.

OLD BUSINESS (ACTION)

Sandhill Crane

Mr. Reed discussed the City of Boise and ACHD hearings and how negative the testimony was from the neighbors regarding the project. The neighbors are trying to use the road extension as the reason to stop the project. ACHD had approved the road extension 3 to 1, but the neighbors have appealed that decision and will go back to ACHD to reconsider 8/24/16. Mr. Reed is not confident it will pass again, as two commissioners had originally given it a lukewarm approval and attorney Steve Price brought up several times the fact the courts were brought in to settle the amount ACHD would pay for the land. ACHD offered \$47,000 (\$2.80 psf) and ended up paying \$125,000, plus legal costs. The City of Boise approved the project 4 to 1 but the neighbors may appeal this also. The urban renewal agency (Capitol City Development Corporation – CCDC) has expressed support for this project and may have funding available to use for some infrastructure costs. There will be a market study to value the lot next week.

Director Watson stated that the City has said they will not approve the project without the road. Mr. Reed said Zach from the City was very helpful during hearing stating it scored 18 out of 20 or 21 points, works well and meets conditions set. There was discussion as to ACHD staff originally in favor of road extension in February, when it was to be approved without our knowledge, but now their staff is against road. Donation of land will also be needed from ACHD for the road – although this was land taken from BCHA by ACHD through eminent domain. Mr. Price, of ACHD, didn't think that would be allowed.

Director Watson mentioned there was a cooperation agreement with ACHD several years ago indicating the agencies would work together to accomplish joint missions and to furnish access. Mr. Argyle will look at the wording of this. More discussion followed about the City wishes versus ACHDs and the best way to proceed. Chairman Foltman asked what the cost would be to redesign project without road. Mr. Reed said we've spent approximately \$30,000 to date and would probably be \$12,000 - \$15,000 to revise. Director Watson did mention Ana Marie from City of Boise said this is in an urban renewal district and is for revitalizing areas and denial of the road could have unintended consequences such as creating a disparate impact on people with limited income. Mr. Argyle cautioned about talking directly with any elected officials, as discussions must be on record, although staff to staff and attorney to attorney would be appropriate.

Commissioner Legarreta moved to amend agenda to add Executive Session per Idaho Code 74-206 (1)(d) and 74-206 (1)(f). Commissioner Ashton seconded. The motion passed by a voice vote.

Executive Session

A motion was made by Commissioner Legarreta to enter into Executive Session at 5:30 p.m. per Idaho Code 74-206 (1)(d) To consider records that are exempt from disclosure as provided in chapter 1, title 74, Idaho Code; and 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. Commissioner Ashton seconded. The motion passed by a voice vote.

ROLL CALL

Commissioners Present: Chairman Foltman, Vice Chairman Rock, Commissioner Legarreta and Commissioner Ashton

Commissioners Absent: Commissioner Fitzgerald and Commissioner Machacek

Others Present: : Ada County Deputy Attorney Ted Argyle, Chief Deputy City Attorney Steve Rutherford,

Respectfully submitted,


Deanna L. Watson, Executive Director


Brad Foltman, Chairman