

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

**June 8, 2016 @ 4:00 p.m. – Housing Authority-3<sup>rd</sup> Floor Board Room  
1276 River Street, Suite 300, Boise, Idaho**

**CALL TO ORDER**

**ROLL CALL**

**CONSENT AGENDA**

- I. Regular Meeting Minutes of May 11, 2016**
- II. Financials for March, 2016**
- III. Bills and Communication**

**OLD BUSINESS**

- I. Chairman's Report**
- II. Executive Director's Report**

**NEW BUSINESS (ACTION)**

- I. Consideration of PHA Flat Rent Review – Ada County Housing Authority Resolution #298**
- II. Consideration of PHA Flat Rent Review – Boise City Housing Authority Resolution #486**
- III. Administrative Plan Revision Review**

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

**MEETING OF THE BOARD OF COMMISSIONERS**

**June 8, 2016**

**TIME AND PLACE OF MEETING**

Chairman Foltman called the meeting to order at 4:00 p.m. on Wednesday, June 8, 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 Ashton, Commissioner Machacek, Commissioner Fitzgerald and Commissioner Legarreta

**Commissioners Absent:** None absent

**Others Present:** : Ada County Attorney's Heather McCarthy and Katie Freeman, Chief Deputy City Attorney Steve Rutherford, Executive Director Deanna Watson, Housing Programs Manager Jillian Patterson, Development Director Bob Reed, Housing Programs Manager Sandi Bernstrom, Real Estate & Homeownership Manager Therrie Butz, Sr. Staff Accountant Annette Sampson and Executive Assistant Pam Carpenter

**CONSENT AGENDA**

**Regular Board Minutes May 11, 2016:**

**Commissioner Machacek moved to approve the minutes of the May 11, 2016 Board of Commissioners meeting with a correction to page 5. Commissioner Fitzgerald seconded. The motion passed by a voice vote.**

**Financial Statements for April, 2016:**

Chairman Foltman requested the addition of graphs to show trends over time. These graphs will be included in the monthly board reports.

**Commissioner Machacek moved to approve the April, 2016 financials. Vice Chairman Rock seconded. The motion passed by a voice vote.**

**Bills and Communications:**

Director Watson provided copies of the Bills and Communications:

- Idaho Statesman Article on the Sandhill Crane Development Deanna and Bob were interviewed by Channel 7 and 2, KBOI and NPR radio.
- BCACHA received renewal on the Continuum of Care funds in the amount of \$572,327.
- BCACHA received an additional \$52k (11 vouchers) for the Veteran's Administrative Supportive Housing program.
- The VA presented retiring BCACHA staff person Chris Thiemann with the "Director's Coin" in appreciation for her extraordinary efforts in providing assistance to VASH program participants and VA staff.

**OLD BUSINESS**

**Chairman's Report:**

Chairman Foltman reported that he has an appointment to meet with Ada County Commissioner Case. Development Director Bob Reed provided a layout of the proposed property and street view. It would be in the best interests of the project and the community it will serve if ACHD would utilize the option provided in the statutes to transfer the small piece of property originally taken from us through eminent domain, rather than requiring the expenditure from us to purchase it in order to construct the local road required by the City. We should try to find a way to do a trade without any money exchange.

Chairman Foltman also mentioned that he has noticed that the homeless population has started re-congregating under the bridge and around the newly remodeled skate park.

**Executive Director's Report:**

**Single Site Project**

Director Watson reported that she and Housing Programs Manager Jillian Patterson met with a team from Albuquerque that is a current contender for the Fall tax credit award for the construction of the "Housing First" project called for by the Idaho Housing and Finance Association and the City of Boise. The group is working on their proposal and may want BCACHA to participate beyond just through the provision of project based vouchers.

### **Boise Crisis Center**

Director Watson attended the Joint Powers Entity (JPE) meeting regarding the proposed crisis center at Allumbaugh House and the status of the operator. The addition of two new members of the Professional Resource Committee led to questions regarding the entity to operate the crisis center. After presentation of options, the HPE voted to expand the contract already in place with Terry Reilly, pending legal clearance.

The JPE also considered budget contributions for the hiring of an entity to shepherd the incorporation of the Crisis Center into the Allumbaugh House operations. Each entity was requested to consider a percentage contribution akin to the percentage already committed for annual operations in order to raise approximately \$60,000 to cover the contract costs. A special meeting is scheduled for June 27<sup>th</sup> to provide each entity the time necessary to secure commitments and provide the JPE with a proposal for approval.

There is a field trip happening today at the crisis center in Idaho Falls and a trip is scheduled in Coeur d'Alene on June 29<sup>th</sup>.

Commissioner Ashton asked about continuing funds. The first two years will be funded close to 100% from Health & Welfare with a contingency plan to cover 50% going forward.

### **Scattered Site Development**

A special meeting "Housing First Scattered Site Development Business Plan" will be held June 27, 2016.

### **Shoreline Plaza Elevator**

There are two elevators servicing Shoreline Plaza. We continue to have intermittent performance issues and have had to disable the fourth floor button on one elevator because of problems it is triggering. Schindler won the bid for our Maintenance Contract for our elevator systems at all locations but is breaking out the repair work on Shoreline while we work together to identify the best remedy for a system lacking in available replacement electronics. A full scope of work is being conducted so we can ascertain our best approach for a return to full service. The Maintenance Contract is in the final negotiation phase with legal assistance being provided by Ted Argyle's staff at Ada County.

### **Moore Street Neighborhood Meeting**

Development Director Bob Reed and Director Watson held a neighborhood meeting regarding the development of Sandhill Crane Apartments. 31 neighbors attended and provided input regarding their preferences for the site. Their concerns relate to density and concentration of affordable housing, and the ways in which the proposed development will change their neighborhood. Plans will be to the City by June 28, 2016. Glancey Rockwell has preliminary plans and drawings together and will present them to the City of Boise on June 28, 2016. One of the biggest issues is the extension of 32<sup>nd</sup> street.

We need to make the September deadline for the tax credit application to IHFA.

### **Boise 5 Restructuring**

Mr. Reed reported that based on our initial discussion with Mike Stoddard, in regards to the bond pay-off, that based on his review of the Loan Regulatory Agreement there would not be a prepayment penalty but we would have to provide a 45 – 60 day notice of intent to pay-off the bonds. We have been working under that assumption for several months, and now we have been informed that after further review of the bond indenture or agreement by Mike Stoddard and his bond colleagues, that there is in fact a penalty or condition for early payoff. The bond documents require that interest is due every June and December and that principal is due every December. Based on this condition and our intent to close on the restructuring loans in August will require us to pay into an escrow account interest from June through December and principal from January through December. Now we have been accruing interest and principal for a portion of the year but we will have to pay from our loan equity proceeds interest and principal on the bonds from August to December which would amount to about \$320,000.00. Our plan now is to submit our loan package by the end of June and once we receive our commitment from HUD, we would watch the market for interest rate movement and lock as soon as feasible. We will also look at locking in a rate and pay a fee which would be far less expensive than the bond escrow payment and then plan to close by December.

Mr. Reed has not received word yet on the final decision as to mitigation process for radon due to the fact that we have been caught between the new and old HUD underwriting guidelines and the decision as to which guidelines we fall under has yet to be determined.

### **Section 8 Waiting List**

Housing Programs Manager Jillian Patterson reported that the application process went smoothly. We received 2,215 applications of which 239 were duplicates. One process that was changed this time was that the applicant had to choose a preference or it would not let them advance to completion. There are approximately 300 applications left on the previous waiting list.

## **NEW BUSINESS**

### **Flat Rent Review**

Housing Programs Manager Sandi Bernstrom presented the resolutions for approval for the Public Housing Flat Rent Review.

Ms. Bernstrom said that the Fair Market Rents have changed.

Chairman Foltman asked that the acronyms PHA and HUD be spelled out and then parenthesized with the acronym in the resolutions. Also correct the “March” typo.

The board also asked if the date showing in the past was acceptable and City Attorney Steve Rutherford said that it was.

**I. Commissioner Fitzgerald moved to approve Ada County Housing Authority Resolution #298 accepting the Public Housing Flat Rent Review. Commissioner Legarreta seconded. The motion passed by a voice vote.**

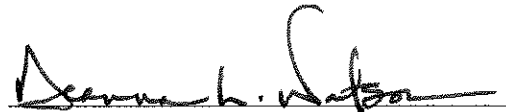
**II. Commissioner Fitzgerald moved to approve Boise City Housing Authority Resolution #486 accepting the Public Housing Flat Rent Review. Commissioner Machacek seconded. The motion passed by a voice vote.**

**III. Administrative Plan Revision**

Ms. Patterson provided information on the Administrative Plan revisions. Consideration for approval will be on the July, 2016 agenda.

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

Respectfully submitted,

  
Deanna L. Watson, Executive Director

  
Brad Foltman, Chairman