

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

MEETING OF THE BOARD OF COMMISSIONERS

March 8, 2017

TIME AND PLACE OF MEETING

Chairman Brad Foltman called the meeting to order at 4:00 p.m. on Wednesday, March 8, 2017. 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 Guglielmetti, Commissioner Machacek

Commissioners Absent: Commissioner Fitzgerald, Commissioner Legaretta, and Student Commissioners Jasmine Xu and Ella Ernst

Others Present: Executive Director Deanna Watson, Deputy City Civil Attorney Abbey Germaine, Deputy City Attorney Rob McQuade, Ada County Prosecuting Attorney Ted Argyle, Ada County Prosecuting Attorney Ray Chacko, Finance Director Diana Meo, Housing Programs Director Jillian Patterson, Development Director Bob Reed, Senior Staff Accountant Annette Sampson, Executive Assistant Ann Upchurch

CONSENT AGENDA

Regular Board Minutes, February 8, 2017: Boise City/Ada County Housing Authority & Affordable Housing Solutions, Inc.

A motion was made by Vice Chairman Rock to approve the regular meeting minutes of February 8, 2017. Commissioner Guglielmetti seconded. The motion passed unanimously by a voice vote.

No Bills and Communications were shared today.

OLD BUSINESS

Chairman's Report

Chairman Foltman welcomed Commissioner Rock back from his vacation. He mentioned a nice note we received from Student Commissioner Ernst, explaining her absences due to time and travel conflicts as well as her lacrosse team practices this spring. He thanked Commissioner Ashton for her St. Patrick's Day treats. And he welcomed Rob McQuade, Deputy City Attorney for the City of Boise.

Deputy City Attorney Abbey Germaine explained that her duties have shifted at the City and she will be passing over her BCACHA responsibilities to Rob McQuade. Rob introduced himself, a Boise native who also played lacrosse at Bishop Kelly, received his undergraduate degree at U of I and went to law schools in Virginia and Maryland.

Executive Director's Report:

On-going Projects: Executive Director Watson stated that the elevator project has begun at Shoreline Plaza; the shower replacement project starts this week at Franklin Plaza, and bids are out for Capitol Plaza's windows.

Project Based Voucher RFP: There was one respondent to the RFP. The respondent met with Ms. Watson, Housing Programs Director Jillian Patterson and Development Director Bob Reed to go over the questions in their proposal. After some corrections were made and reviewed, a letter went out granting a conditional approval. Now, there will be discussion about the pieces that need to be submitted including the environmental review, a subsidy layering review and a letter of interest from the equity provider. BCACHA will order a rent comp, which will be paid for by the respondents. Director Watson received a request from the City today for an update on the project. She responded with the status and will provide more details as things come together with the respondents.

Participants' Difficulty in Finding Housing: Recent reports suggest that there is an approximate 96% occupancy rate in Ada County. This makes it especially difficult for our participants to compete for rental units in the open market. Several apartment complexes that formerly accepted housing vouchers have changed ownership and management philosophy and are not accepting them now. Another challenge our participants face is that they invariably have to apply to more places than non-participants typically do, and each time they make an application they are often faced with steep application fees. They are paying approximately \$45 per adult household member. By the time they find an apartment, they may have spent down their security deposits as well as their portion of the rent.

We have investigated the possibility of running a background checking service for landlords. As a model, there is a Seattle program called Comprehensive Reusable Tenant Screening Reports, which runs the necessary background reports. The reports are requested and paid for by the applicant and are good for 30 days. This enables one report to be shared with multiple potential landlords. The report can be provided via hardcopy or through a unique identification number through the program via a portal. Deanna and Jillian have reviewed it and our IT and Operations

Administrator, Ron Barstow, is looking at it now for feasibility. We will still need to run a legal review to ensure this would be legal under Idaho statutes.

Vice Chairman Rock mentioned that he has a family member going through this process right now and it is frustrating to have to pay these fees. Plus there is great inconsistency in how different landlords calculate household income.

Arbor Crossing Fire Update: There was a debriefing meeting last month headed by the Red Cross. Everyone who had been displaced has found new housing. There are still a few issues that need to be resolved. Apparently, residents have been charged an \$8 per month fee for property insurance that caused several residents confusion. They were under the assumption from the language in the lease documents that they were paying for renters' insurance. If it was for renter's insurance, HUD says that is allowed. However, if it was an add-on charge to use their rent for the purpose of offsetting the owner's property insurance, that is considered a side payment and is not allowed by HUD. We are still trying to determine what it was for and have the contact information for the landlord's attorney.

A second questionable charge is a \$35 – \$40 monthly fee for internet access due to the requirement that all payments to the apartments be made via Arbor Crossing portal. This practice is still under review.

Finally, tenants who were displaced were not allowed to return to their units after the fire for any personal items, medicine, purses, valuables, etc. The property manager stressed that the property was secured with 24 hour surveillance, locks and fences. But then there were burglaries where wallets, TVs, medicines, furniture were stolen. Arbor Crossing is saying that they are not responsible. This issue is also under review.

NEW BUSINESS

Funding Requirements for Boise 5

Development Director Reed reminded the Board members of the money that was set aside in escrow for the needed repairs of the five properties. BCHA has to fund the repairs first and then submit invoices before there can be reimbursement from the escrow account. He asked for a ceiling limit of \$290,000 in funds to begin the repairs on the projects. There were several questions from Board members regarding the process. Mr. Reed stated that there is plenty in the reserve account, approximately \$397,000 that is collecting interest. This fund does not need to be refunded after the repairs are complete. HUD will not need to do inspections before reimbursement. All repairs are documented with before and after photographs. There will be a bidding process for the larger projects, such as Radon abatement. Mr. Reed said that he is confident the repairs can be completed by HUD's deadline of November.

Commissioner Machacek moved that the Board authorize the funding for the repairs up to \$290,000. Commissioner Ashton seconded the motion. The motion was passed unanimously by a roll call vote.

EXECUTIVE SESSION

A motion was made by Commissioner Machacek moved to enter into Executive Session at 4:30 p.m. per Idaho Code § 74-206(1) (c) (d) and (f) to communicate with legal counsel for BCACHA to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. Commissioner Guglielmetti seconded.

A roll call vote was taken and passed unanimously.

ROLL CALL

Commissioners Present: Chairman Foltman, Vice Chairman Rock, Commissioner Ashton, Commissioner Guglielmetti, Commissioner Machacek

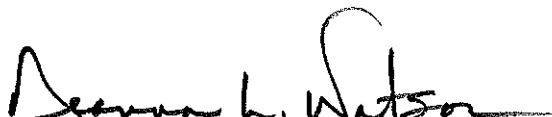
Commissioners Absent: Commissioner Fitzgerald, Commissioner Legaretta, and Student Commissioners Jasmine Xu and Ella Ernst


Others Present: Executive Director Deanna Watson, Deputy City Civil Attorney Abbey Germaine, Deputy City Attorney Rob McQuade, Ada County Prosecuting Attorney Ted Argyle, Ada County Prosecuting Attorney Ray Chacko, Finance Director Diana Moe, Housing Programs Director Jillian Patterson, Development Director Bob Reed

There being no further business, the Executive Session was adjourned at 5:30 p.m.

There being no further business, the regular meeting was adjourned at 5:30 p.m.

Respectfully submitted,


Deanna L. Watson, Executive Director


Brad Foltman, Chairman