

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

**May 11, 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 April 13, 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. Boise 5 / Shoreline Restructure and Moore Street Development Update – Bob Reed**
 - a. Consideration for Approval of \$40,000 for Repair and Inspection Expense for the Boise 5 Restructuring.**
 - b. Consideration for Approval of Boise City Housing Authority Resolution #485 to permit the Authority to recapture prior expenditures related to the restructure of the Boise 5/Shoreline Plaza developments, if elected to pursue a bond refinancing.**
- II. Consideration for Approval of the Allumbaugh House Crisis Center Architect Selection Process**
- III. Consideration for Approval for the Scattered Site Project for the Rental Assistance Structure**
- IV. Boise City Ada County Housing Authority Elevator Service Contract**
- V. Recognition of NAHRO National Grand Prize Poster Contest Winner Hannah Fuhriman**

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

MEETING OF THE BOARD OF COMMISSIONERS

May 11, 2016

TIME AND PLACE OF MEETING

Chairman Foltman called the meeting to order at 4:00 p.m. on Wednesday, May 11, 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

Commissioners Absent: Commissioner Fitzgerald, Commissioner Legarreta, Student Commissioner Herceg and Student Commissioner Farid

Others Present: : Ada County Deputy Attorney Ted Argyle, Chief Deputy City Attorney Steve Rutherford, Executive Director Deanna Watson, Housing Programs Manager Jillian Patterson, Sr. Staff Accountant Annette Sampson, Development Director Bob Reed, FSS Coordinator Tawna Gulbis, Executive Assistant Pam Carpenter, FSS participant Amanda Furhiman and NAHRO poster contest winner Amanda Furhriman.

CONSENT AGENDA

Regular Board Minutes April 13, 2016:

Commissioner Ashton moved to approve the minutes of the April 13, 2016 Board of Commissioners meeting. Vice Chairman Rock seconded. The motion passed by a voice vote.

Financial Statements for March, 2016:

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

Bills and Communications:

BCACHA received the HMIS Monitoring Review report from Idaho Housing and Finance Association (IHFA). The Housing Authority received a good review and IHFA was very complimentary of Jillian and her staff. Chairman Foltman thanked the staff.

The Continuum of Care (CoC) project application for Fiscal Year (FY) 2015 was received and selected by HUD for in the amount of \$194,446.

OLD BUSINESS

Chairman's Report:

Chairman Foltman reported that he and Director Watson received Commissioner Lawrence's letter of resignation from the Boise City / Ada County Housing Authority Board of Commissioners. Commission Lawrence's resignation opens a seat on the BCACHA Board of Commissioners. This seat will be selected by the Ada County Commissioners office.

Executive Director's Report:

Program and Property Update

Meridian City Council:

Director Watson reported that she gave a summary review presentation to the Meridian City Council regarding programs we provide in Meridian. The presentation included information showing the breakout of CDBG funds used for down payment or closing costs in Meridian. Also included was a list of homes that the Housing Authority rehabbed and sold in Meridian.

The City Council requested information on what rehabbed properties that were sold are still owned by the original purchase from the Housing Authority. Also requested was what properties, if any, have been foreclosed on since purchased. BCACHA staff is working on the request.

The main question asked by the Council was if Allumbaugh House could be expanded since it is full the majority of the time. Director Watson explained that a portion of the Allumbaugh House is in the planning stages for conversion to a crisis center. The empty lot across from Allumbaugh House is planned for low rent development.

Director Watson also gave the council information on what the Housing Authority pays to landlords who participate in the Section 8 which was \$842,000 for the past year.

Housing Choice Voucher (HCV) Administrative Plan:

Nan McKay & Associates has a staff member at BCACHA May 10th through 12th work with key staff to review, update and streamline the HCV Administrative Plan. The updated policy will be presented to the board for approval once completed.

NEW BUSINESS

I. Boise 5 / Shoreline Restructure and Moore Street Development Update

Development Director Bob Reed reported that the documents for the Boise 5 refinance started out in review with Seattle and Portland working together on them. They were then transferred to San Francisco and now are being processed in Denver. Denver has been attempting to catch up on past conversations and information provided. Mr. Reed said that the San Francisco office was more in favor than Denver was on the tax exemption however Denver did grant the waiver finally.

The original appraisals expire after 6 months so we will have to have appraisal recertification's done. The recertifications will take about 3 weeks to complete and Mr. Reed is hopeful that we will be able to make the submission to HUD by the end of June.

Mr. Reed is seeking clarification on the Radon regulations. The new regulation states that if one of our properties tests positive for Radon, that all of our properties have to be mitigated. This will have an impact on the escrow. The surveys will be completed this week.

All of the original agreements have been drawn. Both critical and non-critical repairs are being identified. Critical repairs must be completed and re-inspected prior to closing. Non-critical repairs can be done post closing.

- a. Consideration for Approval of \$40,000 for Repair and Inspection Expense for the Boise 5 Restructuring.

Commissioner Machacek moved to approve the advance of \$40,000 for repair and re-inspection expenses on the Boise 5 project. Vice Chairman Rock seconded. The motion passed by a voice vote.

- b. Consideration for Approval of Boise City Housing Authority Resolution #485 to permit the Authority to recapture prior expenditures related to the restructure of the Boise 5/Shoreline Plaza developments, if elected to pursue a bond refinancing.

Vice Chairman Rock moved to approve Boise City Housing Authority Resolution #485 authorizing the staff request notice for redemption of the Shoreline Plaza, Inc. Bonds from the trustee. Commissioner Machacek seconded. The motion passed by a voice vote.

- c. **Commissioner Machacek moved to amend Boise City Housing Authority Resolution #485 authorizing both the Executive Director and the Board Chairman to sign the resolution. The reason for this amendment is that BCACHA staff met with Bond council after the resolution was drawn. Vice Chairman seconded. The motion passed by a voice vote.**

II. Consideration for Approval of the Allumbaugh House Crisis Center Architect Selection Process

Director Watson stated that legislation was passed to establish a crisis center in region 4. Director Watson and Maintenance Supervisor Brian Stephens and Heidi Traylor, Director of Terry Reilly Health Services, Cindy Miller Allumbaugh House Director, and Michael Trimauer, Terry Reilly Maintenance Manager met to discuss what the plans are for restructuring the sober station to meet the needs of the crisis center. During the most recent Professional Resource Committee (PRC) meeting, two new people from the paramedic and mobile crisis arena brought up the question of who would be the operator of the Crisis Center. The Chairman of the PRC said that there may be a need for a Request for Proposal (RFP).

Director Watson requested board approval to select the architect for this project from the agency "Small Projects List" and to select Hummel Architects because of their particular expertise as the building designer. The reason for the exemption request is that the list has not been updated as is called out in the document. However, the process is in compliance with statutory and regulatory requirements.

Commissioner Machacek asked what the procedure was for bringing the small project list back in compliance. Director Watson stated the process is spelled out but staff missed getting it updated within the time frame called out in the document.

Commissioner Machacek moved to authorize BCACHA staff to select Hummel Architects off of the current small projects list and bring the small projects list current including a project list policy at a later date. Vice Chairman Rock seconded. The motion passed by a voice vote.

Commissioner Machacek moved to amend the May 11, 2016 agenda under new business to reflect moving item V to item III, moving item III and IV to IV and V. Vice Chairman Rock seconded. The motion passed by a voice vote.

III. Recognition of NAHRO National grand Prize Poster Contest Winner Hanna Fuhriman

Hannah Fuhriman presented the board with a slide show and overview of her stay in Washington, D.C. and her attendance at the National Conference where she was presented with the grand prize for her poster and essay on "What Home Mean to Me". Both Hanna and her mother, Amanda Fuhriman spoke very highly of the outpouring they received at the conference. The board also watched a video presentation, made by the spouse of an employee at BCACHA, of Hanna and what home means to her. Ms. Fuhriman said that Hanna received a standing ovation after the conference attendees saw the video.

IV. Consideration for Approval of the Scattered Site Project for the Rental Assistance Structure

Housing Programs Manager Jillian Patterson reported that the program structure needed to be designed so as not to risk landlord relationships. Director Watson and Ms. Patterson feel that the best scenario is to use vouchers through the Shelter plus Care program. The Landlord would lease directly to the Social Service provider through a Master Lease and the Social Service provider will execute a sublease with the client. We would start out offering 15 vouchers as they become available. The idea was presented to the Housing First committee.

Some of the issues raised were relationship/partnering with El Ada because under this structure El Ada would not be the service care provider. The move from El Ada is not our choice but a result of the selections the committee chose to administer the Housing First program which are Terry Reilly and CATCH.

Section 8 vouchers would not have been a good choice for the program because there more requirements and restrictions, there are no services for managed care, funding streams are limited and the potential damage to landlord relationships due to damage, lost rents, etc. In addition, we did not want the Housing First clients on different programs which would be an administrative hardship for the Housing Authority.

Commissioner Machacek stated how pleased he is with staff's hard work and progress and we should be commended. Chairman Foltman concurred.

Attorney Steve Rutherford asked Director Watson if she had any concerns. Director Watson said that BCACHA one of the grading criteria of the Shelter Plus Program is by HUD on clients increasing their income over time. With the change to housing the most vulnerable first it will most likely negatively impact our performance in this category.

As we were aware at the time of the Continuum of Care application, Threshold Crossing lost funding. The Women and Children's Alliance Transitional Housing was cut completely. Director Watson recommended Continuums of Care experiencing losses of funding to well performing programs which are now left behind by HUD's shifting priorities, join together in seeking waivers of continued use requirements, and a resolution which does not result in making people homeless again.


Commissioner Machacek moved to approve the scattered site project for the rental assistance structure. Commissioner Ashton seconded. The motion passed by a voice vote.

V. Boise City / Ada County Housing Authority Elevator Service Contract

Northwest Elevator ended their contract with us on May 6, 2016. For the interim BCACHA will need to have after receiving informal bids, Northwest Elevator agreed to continue to provide service on an as needed basis charged by the hour, until a new contract is bid and secured.

There being no further business, the meeting was adjourned at 5:40 p.m.

Respectfully submitted,


Deanna L. Watson, Executive Director


Brad Foltman, Chairman