

GOVERNOR'S HOUSING COMMITTEE

Meeting Minutes
February 3, 2012 – 3:30 p.m.

This meeting of the Governor's Housing Committee was called to order in the Len B. Jordan Building, at 650 W. State Street, Boise, ID.

Committee Members Present: Representative Phylis King
Senator Chuck Winder
Senator Les Bock
Director Teresa Luna, Department of Administration

Others Present: Connie Smith, Chief Financial Officer, Department of Administration
Ric Johnston, Facility Services Manager, Division of Public Works
Tim Mason, Administrator, Division of Public Works
Elizabeth Criner, Simplot Co.
Jennifer Pike, Management Assistant, Department of Administration
Margaret Odedo, Management Assistant, Department of Administration

CALL TO ORDER by Chairman Winder at 3:30 p.m.

Approval of Minutes – *Chairman Winder*

Motion: Rep. King moved to approve the minutes from the December 8, 2011. The motion was seconded by Sen. Bock. With no further discussion the motion passed.

Budget and Funding Update – *Connie Smith*

Connie Smith introduced Kirk Weiskircher who will be assuming the role of Chief Financial Officer for the Department of Administration.

Ms. Smith then presented the following documents:

- 1) Idaho House FY2012 Budget with actual expenditures through 12/30/2011
- 2) Idaho House Cash Flow July 2011 – June 2012
- 3) Idaho House Fund, Managed by the Idaho Community Foundation

Sen. Winder asked if there was any particular reason the expenses on the budget worksheet were significantly lower this year than last year. Ric Johnston from the Department of Administration responded that there were major expenses in the previous year for pump repairs. There have been no major repairs on the pumps this year.

Ms. Smith noted that the Idaho Community Foundation produces reports on a calendar year, not a fiscal year.

Update on Property Survey– *Teresa Luna*

Director Luna reminded the committee that Rep. Black had worked closely with the professional survey group to try and get a property survey done for free. Based on amount of work that would be required for this survey, the company determined the survey could not be done for free and provided a quote of \$3700.00.

The Committee took a vote by email on the motion to authorize expenditure up to \$3700.00 to complete the survey. (See the call for vote below).

Committee Members:

I wanted to update the Committee on the progress we have made with the survey, and make you aware of the next step that requires Committee approval.

In our last meeting, we discussed several apparent encroachment issues along the property line that is adjacent to the El Pe'Lar subdivision. The Department of Administration had determined that a land survey was necessary to identify the correct property markers before we could pursue the encroachments issues with the homeowners.

As per Rep. Black's request, Tim Fox of the Idaho Society of Professional Land Surveyors met with Rep. Black and Ric Johnston on December 21st to determine the location of the western boundary of the J.R. Simplot/Governor's House property; specifically the east line of El Pe'Lar Estates No.'s 1 and 5. Mr. Fox was asked to find property monuments along the line and place wood lathe at inter-visible locations. While some of the monuments were found, others were undetectable or substantially off line.

There are obvious issues along the line where homeowners have built walls, planted trees, planted gardens, built sheds, etc. In order to establish the line, certify its' location and place lathe at inter-visible locations, a substantial amount of field surveys are necessary.

Up to this point, the work performed (approximately 20 man-hours) has been done as a favor to the Committee. To fully complete the work to establish the boundaries for this property, there will need to be a financial commitment from the Committee.

Mr. Fox has spoken with Steve Frisbee of TO-Engineers about the necessary work to accomplish including the following:

- *Continue the preparation and recording of a Record of Survey Map*
- *Continue the preparation and recording of nine Corner Perpetuation Forms*
- *Survey the location of the Center, South and East ¼ corners*
- *Review and, if necessary, survey the location and update the data for Corner Perpetuation Forms for the C1/4, E1/4, S1/4, SE, E1/16, S1/16, CE1/16 and CS1/16 corners*
- *Find the property pins and obtain topographical information of the improvements along that line*
- *Boundary analysis lines of interest*
- *Topographical mapping of the improvements along the lines of interest*

*The estimated cost to complete this project is **\$3700.00**.*

Because this was presented to the Committee in the last meeting, and the Committee decided to pursue this project through Rep. Black's contact at IPELS, we now need approval from the Committee to move forward on the expense for completion of this project.

If approved, Ric Johnston will continue to work closely with Mr. Fox and Mr. Frisbee on this project to ensure its completeness. Mr. Johnston is available to answer any of your questions with regard to this request.

For the purposes of recording your approval, I ask that each of you respond to this email with your "Aye" or "Nay" vote.

The motion passed with 3 – Aye votes (Winder, Black, Luna) to 2 – Nay votes (King, Bock).

After the initial survey, several encroachments have been identified on the West side of the property including trees, gardens and structures. The survey company did provide a letter to residents along the property line letting them know that the survey was being conducted. The Committee will need to determine how to move forward once the survey is complete.

Mr. Johnston further added that Department of Administration issued a Purchase Order to the company on January 17th. The survey is scheduled for the middle of February with expected completion in March. Chairman Winder suggested that the Committee wait to decide on the next step until the survey is completed.

Future of the House Discussion – Parking Issues – *Chairman Winder & Teresa Luna*

The Chairman deferred to Mr. Johnston and Tim Mason in the absence of Rep. Black.

Mr. Johnston provided a brief overview of his conversations with Rep. Black. It was suggested that the ditches on either side of the driveway be filled in to accommodate more parking. Once the ditches were filled in, the entire road could be resurfaced. There was some concern that there were no curbs preventing vehicles from driving over the edge of the hill. The company estimated \$70,000 to accomplish that task. Paving the gravel parking area along driveway was estimated at an additional \$100,000.

Director Luna also noted that the money from the Idaho Community Foundation funds could be spent without legislative approval and used for remodels and updates such as parking.

Motion: Rep. Bock moved that the Department of Administration pursue the details and associated costs with making improvements to parking. The motion was seconded by Director Luna. With 3-Ayes (Winder, Bock, Luna), 1-Nay (King), 1 Absent (Black), the motion passed.

Sen. Bock requested a plan, including hard and soft costs, for the design phase and the construction phase of implementing and executing a project for improving parking on the upper portion of the hill.

Rep. King asked if there was any benefit to keeping the water feature alongside the roads accessible by placing a pipe in them before they are filled. Mr. Johnston responded that those water features had not been used in 15 years and are not currently hooked up to any of the pumps on the property. Rep. King asked if there was a plan to dig up the pond/water feature about half way down the hill. Mr. Johnston responded that there was no current plan to do anything with that pond. Rep. King also suggested doing further landscaping along the road for safety reasons. Mr. Johnston noted that there was 1100 feet of straight road before the first turn on the way down the hill. Hedging along the road could be substantial and require additional sprinklers.

Next Meeting of the Committee

The next meeting of the Governor's Housing Committee was not set.

ADJOURNMENT

The meeting was adjourned at 4:01 p.m.

Jennifer Pike, Management Assistant
Department of Administration