

AGENDA

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

MEETING OF THE BOARD OF COMMISSIONERS AND DIRECTORS

Wednesday, September 13, 2023 – 4:00 p.m.
Housing Authority Office – 1001 S. Orchard Street Boise, Idaho

I. ROLL CALL

II. CONSENT AGENDA (ACTION ITEM)

All items with an asterisk (*) are considered to be routine by the Board and will be enacted by one motion. There will be no separate discussion on these items unless a Board member or citizen so requests, in which case the item will be removed from the general order of business and considered in its normal sequence. The vote on the Consent Agenda will be by roll call vote.

A. Minutes, Resolutions and Routine Matters

- *1. Board of Commissioners Meeting Minutes August 9, 2023 (ACTION ITEM)
- *2. Financial Statements thru the Period Ended July 31, 2023 (ACTION ITEM)

III. REPORTS

- A. Chairman's Report
- B. Executive Director's Report
- C. Report on Properties
- D. Report on Programs

IV. BUSINESS

- A. Consideration for Approval of Moreton & Company 2023 Property and Liability Insurance (ACTION ITEM)
- B. Moore Street Property Update (ACTION ITEM)
- C. Discussion on Securing Financial Advisor Services Update
- D. Discussion on Local Landlords Converting Affordable Rentals to Market Rent Update
- E. Consideration for Approval of the Fiscal Year 2023 Boise City Housing Authority Budget – BCHA Resolution No. 10-2023 (ACTION ITEM)

- F. Consideration for Approval of the Fiscal Year 2023 Ada County Housing Authority Budget – ACHA Resolution No. 9-2023 (ACTION ITEM)
- G. Consideration for Approval to Write Off the Fiscal Year 2023 Uncollectable Debts Owed (ACTION ITEM)

V. ADJOURNMENT

Related agenda documents are available for public review by visiting:

<https://bcacha.org/about/board-of-commissioners/>

Limited seating is available at Boise City / Ada County Housing Authorities. Virtual attendance is strongly encouraged by joining through the Zoom link below:

Topic: BCACHA Board Meeting – September 13, 2023

Time: Sept 13, 2023 04:00 PM Mountain Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/82055601556?pwd=dUc4TFk2U2dRaXZmVzNyV3FtZllwUT09>

Passcode: 686352

Or One tap mobile :

+13462487799,,82055601556#,,,,*686352# US (Houston)

+16694449171,,82055601556#,,,,*686352# US

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

+1 346 248 7799 US (Houston)

+1 669 444 9171 US

+1 669 900 6833 US (San Jose)

+1 719 359 4580 US

+1 253 205 0468 US

+1 253 215 8782 US (Tacoma)

+1 507 473 4847 US

+1 564 217 2000 US

+1 646 931 3860 US

+1 689 278 1000 US

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 305 224 1968 US

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 360 209 5623 US

+1 386 347 5053 US

Webinar ID: 820 5560 1556

Passcode: 686352

International numbers available: <https://us06web.zoom.us/j/kcHosJdhG>

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

**MEETING OF THE BOARD OF
COMMISSIONERS AND DIRECTORS**

August 9, 2023

TIME AND PLACE OF MEETING:

Chairman Donnelly Tzul called the meeting to order at 4:01 p.m., on Wednesday, August 9, 2023. The meeting was held at the Boise City Ada County Housing Authorities' Board Room, 1001 S Orchard Street, Boise ID 83705, and via Zoom link.

I. ROLL CALL

Commissioners Present: Commissioner Donnelly Tzul, Vice Chairman Katie Vila (entered at 4:03 p.m.), Commissioner Kent Rock, Commissioner Tim Flaherty, Commissioner Paige Doyle, Commissioner Amanda Ryan

Commissioners Absent: Commissioner Buffy Jones, Ex-Officio Commissioner Colin Nash

Others Present: Executive Director Deanna Watson, Ada County Deputy Attorneys Ammon Taylor and Nichole Solberg, Boise City Deputy Attorney Tyler Powers, IT and Operations Administrator Ron Barstow, Deputy Director Jillian Patterson, Finance Director Diana Meo, Senior Staff Accountant II Annette Sampson, Housing Operations and Asset Manager Marissa Henderson, guests Mallory VanDercar and Shelly Buchanan, Executive Assistant Ann Upchurch

II. CONSENT AGENDA

Commissioner Flaherty moved that the board approve the Consent Agenda, and that the vote be by roll call. Commissioner Rock seconded the motion.

A roll call vote was taken.

Chairman Donnelly Tzul	Abstained
Commissioner Flaherty	Aye
Commissioner Ryan	Aye
Commissioner Rock	Aye
Commissioner Doyle	Aye

The motion passed by roll call vote.

At 4:03 p.m., Vice Chairman Vila entered the board meeting.

III. REPORTS

A. Chairman's Report

Chairman Donnelly Tzul thanked Ann Upchurch for her service with BCACHA. Refreshments were served in her honor. Mallory VanDercar was introduced as her replacement. Chairman Donnelly Tzul mentioned that she was impressed with the experience Mallory will bring to the board especially in policy creation. She also asked if Mallory could prioritize the creation of a calendar that specifies the annual board action cycle and that she overlaps that calendar with the budget cycles of the City of Boise and Ada County.

Chairman Donnelly Tzul provided a summary of the current processes pertaining to the Moore Street property. Recent conversations with the developer will help inform next steps and she acknowledged that there has been strongly held staff preferences as it relates to the development. She also stated that she is looking forward to today's budget presentation with the board expected to vote on its approval at the September board meeting.

B. Executive Director's Report

Executive Director Deanna Watson said that she and Deputy Director Jillian Patterson had recently met with Boise Mayor Lauren McLean and provided updates on the agency's current projects and priorities. Mayor McLean acknowledged the success of the ERAP program and the city's expectation that project based vouchers will be allocated to the New Path 2.0 project, pending the receiving of low-income housing tax credits. They also discussed the city's pending ordinances regarding tenant protections which will be the subject of public hearings scheduled for August 22. These proposed ordinances include a source of income proposal that will prohibit the rejection of a rental application based solely on the applicant's participation in the Housing Choice Voucher program. Ms. Watson and Ms. Patterson have been meeting with landlord groups to answer questions and dispel rumors and myths about the voucher program.

Ms. Watson also recently met with the Joint Powers Entity (JPE) for Allumbaugh House. There has been a statistical study of the percentage of participants in Allumbaugh House's in-house treatment program who arrive as unhoused individuals. That percentage has seen a significant drop over the past few years and the possible reasons for this are being discussed.

Ms. Watson has met recently with former board member, Jennifer Seamons, who is on a committee evaluating the Low-Income Housing Tax Credit program. She will be attending a meeting next week and there may be a trip to Senator Crapo's D.C. office in October.

C. Report on Properties

Housing Operations and Asset Manager Marissa Henderson reported on the progress of the issues regarding the elevator at Shoreline North. The issue had been pertaining to the fire alarm inspection and the repair company that services the elevator. She was pleased to report that the issues have been resolved and the elevator passed state inspection. She also said that her department is preparing for a REAC inspection on September 1 at Shoreline Plaza. The property received a score of 79 upon its last inspection which triggered a more frequent re-inspection

requirement. Improvements have been made and she is hoping to exceed a score of 90 this time. They are doing extensive preliminary inspections to identify any issues.

D. Report on Programs

Ms. Patterson gave an update on several funding opportunities that the agency is pursuing at this time. The housing authority administers grants for the city's "Continuum of Care," and that application process is open and due on August 29. The CHOIS program receives annual renewal funding. Grants are in process for the FSS program, grants with each the City of Boise and Ada County which fund a total of four FSS coordinator positions. The housing authority also applied through Ada County for ARPA funds regarding the acquisition of 14 units off Gekeler Lane. We are waiting to hear back from the county on that application.

The agency agreed to administer a Community Development Block Grant for the City of Meridian, for emergency rental assistance. That program has been completed. Ms. Patterson estimated that approximately 100 households were served.

IV. BUSINESS

A. Emergency Rental Assistance Program Update

Ms. Patterson presented a current summary on the benefits paid throughout the entire ERAP program. Although the program has ended, there will still be several months of wrap-up activities as checks come back undelivered, landlords return funds from tenants moving, etc. This program is still requiring a good amount of staff involvement, now without the temporary help we have had for most of the program. She and Ms. Watson continue to answer media questions and have been asked to speak to several groups about the impact of the program.

B. Moore Street Property Update

Chairman Donnelly Tzul provided an overall summary of the most recent processes regarding the development efforts on the agency-owned property on Moore Street. After a RFP process, and a review of proposals received, the board agreed to proceed with a chosen developer. There has always been a gap in funding in the proposal that has proven difficult to cover. A Memorandum of Understanding provided a target date for solidifying funding by the end of 2023. Ms. Watson said that after a recent conversation with the developers, it was clear that they will not be applying for LIHTC this year and have not been able to close the funding gap, despite exhaustive efforts. They have reached a mutual conclusion with Ms. Watson that without an identified path forward, they would agree to a mutual rescission of the MOU. It was discussed and agreed that acquiring at least two brokers' price options would be appropriate. This will allow staff and the board to consider options for a future discussion.

Commissioner Flaherty moved that the board approve the valuation of the property on Moore Street to provide information for future board discussions. Commissioner Doyle seconded the motion. Commissioner Rock requested an amendment to the motion that the developer be included in these discussions.

A roll call vote was taken.

Chairman Donnelly Tzul	Aye
Vice Chairman Vila	Aye
Commissioner Flaherty	Aye
Commissioner Ryan	Aye
Commissioner Rock	Aye
Commissioner Doyle	Aye

The motion, as amended, passed by roll call vote.

C. Discussion on Security Financial Advisor Services

Ms. Watson said that she is drafting a request for proposals for financial services and working on identifying the funding necessary for such services.

D. Discussion on Local Landlords Converting Affordable Rentals to Market Rate

Ms. Watson provided the background on this concern and said that many of the initial LIHTC properties in the state are nearing the end of their compliance agreements. This provides the owners with the option of leaving the affordable housing market, raising the rents and refusing to accept voucher holders. She has mentioned the potential issue with the mayor and has asked IHFA to see if there are plans to reach out to the state legislature. Ms. Watson said that even apartment communities that have been owned by non-profit organizations are raising rents. Some tenants are receiving letters from property managers telling them that there are plenty of other resources in the community to help them with rent in the future. In reality, there are few options. Ms. Patterson mentioned again the pending tenant protection measures that the city is considering.

E. FY2024 Budget Review

Finance Director Diana Meo provided a slide presentation that gave detail on all the major budget categories and processes that go into the agency's budget planning. She explained that historical data is used, as well as direct and indirect salary allocations, depending on the type of expense. Board members requested that the agency look harder at the numbers to see if there is a way to boost the proposed increase for staff pay. There were also questions about the need to raise the rent amounts on agency-owned properties. Ms. Henderson explained that the rent increases were a result of not raising rents during the years of COVID, the rents being significantly lower than local market rents and the increase in expenses to maintain properties.

Board members were asked to submit any questions to Diana within the next two weeks, so that she can provide any clarification in time for board approval at September's board meeting.

V. . ADJOURNMENT

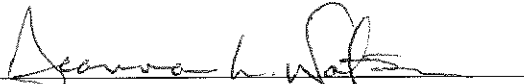
At 6:07 p.m., Commissioner Rock moved that the meeting be adjourned. Vice Chairman Vila seconded the motion.

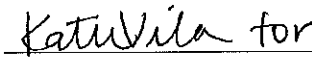
The motion passed by a voice vote.

Documents provided as part of this meeting include:

7-12-2023 Board Minutes
June 2023 BOC Financial Statements
Occupancy Trends as of June 2023
Housing Authority FY2024 – Budget Amounts (Final)

Respectfully submitted,


Deanna L. Watson, Executive Director

 for
Julianne Donnelly Tzul, Chairman
Katherine Vila, Vice Chairman