

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
4:00 p.m. October 14, 2020
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 and Reports

- *1. Board of Commissioners Meeting Minutes, September 9, 2020 (ACTION ITEM)
- *2. Financial Statements for the Period Ended August 31, 2020 (ACTION ITEM)

III. REPORTS

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

IV. NEW BUSINESS

- A. Consideration of BCHA Resolution No. 4-2020 – Resolution updating the Fiscal Year 2021 payment standards (ACTION)
- B. Consideration of ACHA Resolution No. 4-2020 – Resolution updating the Fiscal Year 2021 payment standards (ACTION)
- C. Consideration of BCHA Resolution No. 5-2020 – Approving the Public Housing Agency Annual Plan for Boise City Housing Authority (ACTION)
- D. Consideration of ACHA Resolution No. 5-2020 – Approving the Public Housing Agency Annual Plan for Ada County Housing Authority (ACTION)

- E. Consideration of BCHA Resolution No. 6-2020 – Approving the Five-year Rolling Capital Funds Program and Annual Review for Boise City Housing Authority (ACTION)
- F. Consideration of ACHA Resolution No. 6-2020 – Approving the Five-year Rolling Capital Funds Program and Annual Review for Ada County Housing Authority (ACTION)

V. UNFINISHED BUSINESS

- A. Moore Street Update
- B. New Path Update
- C. Valor Point Update
- D. CHOIS Program Housing Update
- E. Allumbaugh Housing Development Update
- F. Strategic Plan – Consideration for Adoption of Strategic Plan (ACTION)
- G. Technology Upgrades

VI. ADJOURNMENT

Related agenda documents are available for public review by visiting:
<https://bcacha.org/about/board-of-commissioners/>

Due to the COVID-19 Pandemic, BCACHA is providing public access to this board meeting via Zoom meeting;

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join.

<https://zoom.us/j/93777272524?pwd=YlJsWDc2SFJlN1p3WU1qWlBMekxLUT09>

Passcode: 3454907

Or join by phone:

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

US: +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 or +1 929 205 6099 or +1 301 715 8592
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Webinar ID: 937 7727 2524

Passcode: 3454907

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

**MEETING OF THE BOARD OF COMMISSIONERS AND DIRECTORS
October 14, 2020**

TIME AND PLACE OF MEETING

Vice Chairman Kent Rock called the meeting to order at 4:01 p.m. on Wednesday, October 14, 2020. The meeting was held at the Boise City / Ada County Housing Authorities' Board Room, 1001 S Orchard Street, Boise, ID 83705.

I. ROLL CALL

Commissioners Present: Vice Chairman Kent Rock

Commissioners Present via Zoom Conference: Commissioner Jaime Hansen, Commissioner Shellan Rodriguez, Commissioner Jennifer Seamons, Commissioner Gary Machacek, Ex-Officio Commissioner Elaine Clegg

Commissioners Absent: Chairman Raquel Guglielmetti

Others Present: Executive Director Deanna Watson, Boise City Deputy City Attorney, Mary Grant (via Zoom conference), Deputy County Attorney Catie Freeman (via Zoom conference), Operations Administrator Ron Barstow, Housing Programs Director Jillian Patterson, Finance Director Diana Meo, Development Construction Manager Ben Duke, Senior Staff Accountant Annette Sampson (via zoom conference), Public Housing Manager Donna DeThorne, and Executive Assistant Ann Upchurch

II. CONSENT AGENDA

Commissioner Seamons moved to approve the Consent Agenda and that the vote be by roll call. Commissioner Hansen seconded the motion.

A roll call vote was taken.

Vice Chairman Rock	Aye
Commissioner Seamons	Aye
Commissioner Hansen	Aye
Commissioner Rodriguez	Aye
Commissioner Machacek	Aye

The motion passed by unanimous roll-call vote.

III. REPORTS

A. Chairman's Report

Vice Chairman Rock reported that there had been several meetings between staff and various developers who have expressed interest in the Moore Street property. More on this subject will be presented tonight.

B. Executive Director's Report

Executive Director Watson reported that the agency has applied for the initiative known as ConnectHomeUSA and has been accepted. This is a national HUD initiative that is a platform to help participating communities provide digital access and literacy to low-income participants in our programs. We are in the beginning phases of the initiative and there will be more to report in the coming months.

Ms. Watson also reviewed the recent CDC order providing protection from eviction for non-payment of rent to renters across the country. This is a rent moratorium, and ends on December 31, 2020. She is concerned of what might happen in January as evictions for non-payment of rent open up again.

Commissioner Rodriguez thanked Ms. Watson for her monthly report and said that she is concerned about the isolation and mental health concerns that we may have for our public housing residents. She said that she would like to make sure that the agency is operating within the guidelines of the CDC, existing local and federal restrictions. She would like us to not be more restrictive than is recommended. Ms. Watson provided more details on what the agency is doing to balance concerns for physical safety and mental health concerns. Our service coordinators are focusing on connection activities.

C. Report on Properties

Development Construction Manager Ben Duke reported that the Streamside bathroom remodel went very well and is completed. Focus now is on the renovation project at the Dorothy property.

D. Report of Programs

Housing Programs Director Jillian Patterson reported on the progress of the VASH program and Valor Pointe. As our most recent project based voucher development, all 26 assisted units have been filled. The lease-up process went very smoothly. The VA and the project owner are very pleased with the processes so far.

Work has begun on a landlord financial incentive program, to attract new landlords to the Housing Choice Voucher program and to improve retention of our current landlords. This will involve CARES Act funding. We anticipate having a plan to present to the board at the November board meeting.

IV. NEW BUSINESS

A. Consideration of BCHA Resolution No. 4-2020 – Resolution updating the Fiscal Year 2021 payment standards

Ms. Patterson explained the annual requirement of the housing authority to update the local payment standards. HUD has issued new fair market rent (FMR) standards, effective 10/1/2020. The standards that the housing authority will use were determined by review of budget considerations and in consultation with our HUD representative.

Ms. Patterson also presented a chart which showed the percent of the agency's HCV participants who are paying over 30% of their household income toward housing costs. These households are determined by HUD's definition to be rent-overburdened. Our participants are trending high in this benchmark. This also was a determination in the raising of the local payment standards. By raising our standards as much as we have, we should see this trend begin to decline within the next six months. Ms. Patterson will update the board in approximately six months regarding this benchmark.

Commissioner Seamons moved that the board pass BCHA Resolution No. 4-2020 – Resolution updating the Fiscal Year 2021 payment standards. Commissioner Rodriguez seconded the motion.

A roll call vote was taken.

Vice Chairman Rock	Aye
Commissioner Seamons	Aye
Commissioner Hansen	Aye
Commissioner Rodriguez	Aye
Commissioner Machacek	Aye

The motion passed by unanimous roll-call vote.

B. B. Consideration of ACHA Resolution No. 4-2020 – Resolution updating the Fiscal Year 2021 payment standards

Commissioner Seamons moved that the board pass ACHA Resolution No. 4-2020 – Resolution updating the Fiscal Year 2021 payment standards. Commissioner Rodriguez seconded the motion.

A roll call vote was taken.

Vice Chairman Rock	Aye
Commissioner Seamons	Aye
Commissioner Hansen	Aye

Commissioner Rodriguez Aye
Commissioner Machacek Aye

The motion passed by unanimous roll-call vote.

C. Consideration of BCHA Resolution No. 5-2020 – Approving the Public Housing Agency Annual Plan for Boise City Housing Authority

Ms. Patterson explained the agency’s requirement to submit a five-year plan with an annual update. This year we are submitting the annual updated plans, one for Boise City Housing Authority and one for Ada County Housing Authority. One change in the ACHA plan is that it will be signed by the mayor of Meridian, and not the chair of the Ada County Commissioners. This is because only the City of Meridian has an entitlement in the ACHA plan this year.

Commissioner Rodriguez moved that the board approve BCHA Resolution No. 5-2020 – Approving the Public Housing Agency Annual Plan for Boise City Housing Authority. Commissioner Seamons seconded the motion.

A roll call vote was taken.

Vice Chairman Rock Aye
Commissioner Seamons Aye
Commissioner Hansen Aye
Commissioner Rodriguez Aye
Commissioner Machacek Aye

The motion passed by unanimous roll-call vote.

D. Consideration of ACHA Resolution No. 5-2020 – Approving the Public Housing Agency Annual Plan for Ada County Housing Authority

Commissioner Rodriguez moved that the board approve ACHA Resolution No. 5-2020 – Approving the Public Housing Agency Annual Plan for Ada County Housing Authority. Commissioner Seamons seconded the motion.

A roll call vote was taken.

Vice Chairman Rock Aye
Commissioner Seamons Aye
Commissioner Hansen Aye
Commissioner Rodriguez Aye
Commissioner Machacek Aye

The motion passed by unanimous roll-call vote.

E. Consideration of BCHA Resolution No. 6-2020 – Approving the Five-year Rolling Capital Funds Program and Annual Review for Boise City Housing Authority

Ms. Patterson explained the requirement to submit a five-year rolling plan for the Capital Funds Program, one for BCHA and one for ACHA.

Commissioner Hansen moved that the board approve BCHA Resolution No. 6-2020 – Approving the Five-year Rolling Capital Funds Program and Annual Review for Boise City Housing Authority. Commissioner Machacek seconded the motion.

A roll call vote was taken.

Vice Chairman Rock	Aye
Commissioner Seamons	Aye
Commissioner Hansen	Aye
Commissioner Rodriguez	Aye
Commissioner Machacek	Aye

The motion passed by unanimous roll-call vote.

F. Consideration of ACHA Resolution No. 6-2020 – Approving the Five-Year Rolling Capital Funds Program and Annual Review for Ada County Housing Authority

Commissioner Hansen moved that the board approve ACHA Resolution No. 6-2020 – Approving the Five-year Rolling Capital Funds Program and Annual Review for Ada County Housing Authority. Commissioner Machacek seconded the motion.

A roll call vote was taken.

Vice Chairman Rock	Aye
Commissioner Seamons	Aye
Commissioner Hansen	Aye
Commissioner Rodriguez	Aye
Commissioner Machacek	Aye

The motion passed by unanimous roll-call vote.

V. UNFINISHED BUSINESS

A. Moore Street Update

Ms. Watson reported that there had been several meetings in the last few weeks with three different parties who have expressed interest in development of the Moore Street property. Discussion surrounded the need to obtain more specific information regarding the structure of the options before staff could make a recommendation to investigate further. The conclusion was that staff would reach out to all interested parties, review the criteria of each in more detail and

follow with an executive session for board discussion. Commissioner Rodriguez requested that staff create a timeline so that this discussion could happen at the November board meeting.

Commissioner Seamons left the meeting at 5:20 p.m.

B. New Path Update

Ms. Watson reported that she had participated in a meeting with Yuba City officials who are in the process of opening their own “housing first” community. They had visited previously while New Path was in development and it was helpful for them to see it in full operation.

C. Valor Pointe Update

Ms. Patterson had handled this earlier in the meeting.

D. CHOIS Program Housing Update

The property is in the process of renovation.

E. Allumbaugh Housing Development Update

Ms. Watson is in continued conversations with the City of Boise. The City has contracted with a supportive housing assistance provider for the purposes of providing an environmental scan regarding the needs in the area. They agreed to take a look at the AH property. She has also been talking with hospital representatives regarding possibly including respite care as part of the project.

F. Strategic Plan – Consideration for Adoption of Strategic Plan

Ms. Watson provided the plan for consideration of a vote if the board is prepared to vote on it. After discussion, it was agreed that the board would vote with the requirement that the plan include a tracking mechanism that will be reviewed by the board periodically.

Commissioner Rodriguez moved that the board approve the strategic plan with the addition of a clear summary or dashboard to measure outcomes. Commissioner Machacek seconded the motion.

A roll call vote was taken.

Vice Chairman Rock	Aye
Commissioner Hansen	Aye
Commissioner Rodriguez	Aye
Commissioner Machacek	Aye

The motion passed by unanimous roll-call vote.

G. Technology Upgrades

Operations Administrator Ron Barstow reported that both the briefing room and board room has been outfitted with new cameras, speakers and microphones to accommodate hybrid meetings,

such as the one held today. We are in the process of learning all the tools at our disposal and training staff in implementing hybrid meetings, trainings and briefings.

Final discussions included the request that future agendas include hyperlinks to the specific document in the board packet materials. Future hybrid meetings will begin with a statement regarding the use of the “chat” feature for technical issues only.

Ms. Watson recognized Commissioner Machacek for his 14 years of service on the board. He will not be seeking a reappointment and his term officially ends on October 31. However, since the by-laws state that a commissioner serves until replaced, he will be willing to attend meetings as he is able until his replacement has been appointed.

VI. Adjournment

There being no other business, the meeting was adjourned at 5:49 p.m.

Documents provided as part of this meeting include:

Minutes of September 9, 2020

Financial Statements for period ended August 31, 2020

Memo to Board – Payment Standards FY2021

BCHA Resolution No. 4-2020

ACHA Resolution No. 4-2020

Memo to Board – Agency Annual Plan and Five Year CF Plan

BCHA Annual Plan FY Beginning 10-2020

ACHA Annual Plan FY Beginning 10-2020

BCHA Capital Fund Plan FY Beginning 10-2020

ACHA Capital Fund Plan FY Beginning 10-2020

BCHA Resolution No. 5-2020

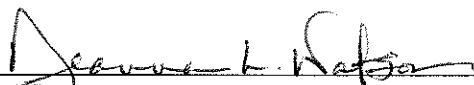
ACHA Resolution No. 5-2020

BCHA Resolution No. 6-2020

ACHA Resolution No. 6-2020

BCACHA Five-Year Strategic Plan

Respectfully submitted,


Deanna L. Watson, Executive Director


Kent Rock, Vice Chairman