

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, February 9, 2022

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, January 12, 2022 (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. 1-2022 – A Resolution of the Board of Commissioners of the Boise City Housing Authority Approving Second Restated and Amended Agreement Between the City of Boise and Boise City Housing Authority for Emergency Rental Assistance Program Funds (ACTION ITEM)
- B. Consideration of ACHA Resolution No. 1-2022 A Resolution of the Board of Commissioners of the Ada County Housing Authority Approving a Second Restated and Amended Subgrant Agreement Between Ada County and Ada County Housing Authority for Use of Emergency Rental Assistance Funds (ACTION ITEM)

V. UNFINISHED BUSINESS

- A. Report on Unrestricted Cash Reserves (continued from January)**
- B. Emergency Rental Assistance Program (ERAP-1 reallocation and ERAP-2)**
- C. Moore Street Property Development**
- D. Discussion on BCACHA Commissioners' Future Workshop**

VI. 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:

When: Feb 9, 2022 04:00 PM Mountain Time (US and Canada)

Topic: BCACHA Board Meeting - February 9, 2022

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/83630176995?pwd=WIN3aTJiclVnUUFMQk9QUXg0a3p6QT09>

Passcode: 727930

Or One tap mobile:

US: +12532158782,,83630176995#,,,,*727930# or
+13462487799,,83630176995#,,,,*727930#

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

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

February 9, 2022

TIME AND PLACE OF MEETING:

Chairman Raquel Guglielmetti called the meeting to order at 4:04 p.m., on Wednesday, February 9, 2022. 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: Chairman Raquel Guglielmetti, Commissioner Kent Rock

Commissioners Present via Zoom: Vice Chairman Julianne Donnelly Tzul, Commissioner Shellan Rodriguez, Commissioner Jaime Hansen, Ex-Officio Commissioner Elaine Clegg

Commissioners Absent: Commissioner Tiffany McKee, Commissioner Jennifer Seamons

Others Present: Executive Director Deanna Watson, Boise City Deputy Attorney Tyler Powers, Ada County Deputy Attorney Ammon Taylor, IT & Operations Administrator Ron Barstow, Deputy Director Jillian Patterson, Finance Director Diana Meo, Construction Manager Ben Duke, Housing Operations Manager Donna DeThorne (via Zoom), Senior Staff Accountant II Annette Sampson (via Zoom), Executive Assistant Ann Upchurch

II. CONSENT AGENDA

Commissioner Rock moved that the board approve the Consent Agenda and that the vote be by roll call. Vice Chairman Julianne Donnelly Tzul seconded the motion.

A roll call vote was taken.

Chairman Guglielmetti	Aye
Vice Chairman Donnelly Tzul	Aye
Commissioner Rock	Aye
Commissioner Rodriguez	Aye
Commissioner Hansen	Aye

The motion passed by roll call vote.

III. REPORTS

A. Chairman's Report

Chairman Raquel Guglielmetti acknowledged the 25 years of service that Executive Director Deanna Watson has provided the housing authorities.

B. Executive Director's Report

Ms. Watson referenced her written monthly report and included two other topics for discussion:

The 300-Homes Initiative. This is a Boise city-wide campaign that is part of the family homelessness campaign. It involves a public/private partnership, with developers who may be willing to set aside a number of homes for those coming out of homelessness.

Interfaith Sanctuary. Ms. Watson stated that Interfaith Sanctuary filed an appeal on February 3 to the Boise City Council regarding the denial of their conditional use permit by the Planning and Zoning Commission. No date for the hearing has been set.

C. Report on Properties

There were no additional questions for Construction Manager Ben Duke, after he provided his monthly spreadsheet of projects in progress.

D. Report on Programs

Deputy Director Jillian Patterson reported that the Housing Choice Voucher program's waiting list has been open since January 10, 2022 and will close by end of day on February 10. The last time the list was open, in 2019, the process generated 2,200 applications. The current list has received more than that already and final numbers will be received by next month's board meeting.

IV. NEW BUSINESS

A. Consideration of BCHA Resolution No. 1-2022 – A Resolution of the Board of Commissioners of the Boise City Housing Authority Approving Second Restated and Amended Agreement Between the City of Boise and Boise City Housing Authority for Emergency Rental Assistance Program Funds

Boise City Deputy Attorney Tyler Powers reviewed the status of the Emergency Rental Assistance program agreements with the City of Boise. This restated and amended agreement covers the reallocation of ERAP1 funds, and any possible future reallocations. The timeframe for receiving the current reallocation is still uncertain. Ada County Deputy Attorney Ammon Taylor stated that the status was essentially the same regarding the amended agreement with Ada County.

Commissioner Rock moved that the board approves BCHA Resolution No. 1-2022. Commissioner Hansen seconded the motion.

A roll call vote was taken.

Chairman Guglielmetti	Aye
Vice Chairman Donnelly Tzul	Aye
Commissioner Rock	Aye
Commissioner Rodriguez	Aye
Commissioner Hansen	Aye

The motion passed by roll call vote.

B. Consideration of ACHA Resolution No. 1-2022 – A Resolution of the Board of Commissioners of the Ada County Housing Authority Approving a Second Restated and Amended Subgrant Agreement Between Ada County and Ada County Housing Authority for Use of the Emergency Rental Assistance Funds

Commissioner Rock moved that the board approves ACHA Resolution No. 1-2022.
Commissioner Hansen seconded the motion.

A roll call vote was taken.

Chairman Guglielmetti	Aye
Vice Chairman Donnelly Tzul	Aye
Commissioner Rock	Aye
Commissioner Rodriguez	Aye
Commissioner Hansen	Aye

The motion passed by roll call vote.

V. UNFINISHED BUSINESS

A. Report on Unrestricted Cash Reserves

The audited financial statements from Eide Bailly will be presented at March's meeting. A more detailed explanation of recommendations on cash reserves that the agency should hold can also be provided by the auditors. Vice Chairman Donnelly Tzul asked for an update on how many vouchers the agency administers and how the HUD funding works for these. Ms. Watson explained the difficulty in balancing all considerations so that the HUD allocation is spent most efficiently, and that the agency serves as many households as possible. Rapidly increasing rents adds to the difficulty, with the agency allowing payment standards at the maximum 110% of HUD's determined "Fair Market Rent."

B. Emergency Rental Assistance Program (ERAP-1 reallocation and ERAP-2)

Ms. Patterson reported that as of January 31, 2022, the agency has distributed \$22.8 million of rental and utility assistance. 4,761 households have been served. She presented a slide that broke out the ERAP1 and ERAP2 programs being administered for the city and county, including the requested reallocation amounts and the amounts received. Currently, the agency has paused the use of ERAP1 funds since the original allocation has been totally spent and the reallocation

amounts have not been received yet. For the month of February, ERAP2 funds are being used. Hopefully, as of March 1, we will be able to revert to the reallocated ERAP1 funds, if received.

A recent article in the Statesman regarding the return of \$22 million in federal dollars, originally allocated to the state for ERAP funding, was discussed. These funds were pulled back and redistributed to other states. There is a conflicting narrative between legislators, program administrators and city, county and state officials. One is that the state does not need the funding, and the other is that the state is experiencing an unprecedented crisis regarding the lack of affordable housing.

Ms. Watson also reviewed the challenges facing the agency when ERAP housing stability services will be provided through local service providers in Boise and Ada County. It will add a level of complexity to the administration of the program if other service providers are helping applicants. The program requires assurances that there is no duplication of services, there will be the need to share data, releases of information, and the need for applicants to reapply (if necessary) through specific and different portals, rather than one.

A second challenge remains that there is the expectation that, once BCACHA has implemented its new software ERAP database, IHFA will also begin serving tenants in Boise and Ada County. It is now clear, that even with the same software vendor, the two agencies will have distinctly different application functionalities. This will likely bring additional complexities and confusion to tenants and landlords who may have to provide the same detailed information to two different entities. It would be more efficient if funding could come into the program that is running smoothly, to provide the best service with the fewest obstacles to our landlords and tenants. Ms. Donnelly Tzul asked if the agency could quantify the cost should there be a duplication of service providers in the same area. Ms. Watson said that she could take a look at that, but it is hard to put a cost on damaging longstanding landlord relationships should they be frustrated with our processes.

Ms. Patterson also mentioned that adding additional steps in the already complicated and arduous administration process should be evaluated. Duplicating services will always be a risk when there are duplicate agencies doing the same service in the same area. Any additional steps that are unnecessary means that the spending of administrative funds to avoid duplicative services will take away from improving the program's efficiency and the ability to provide housing stability services, if needed. This program already has demanded extraordinary staff input, overtime, stretching of resources, managing our own staff's COVID safety requirements, keeping everyone safe and well. It is, frankly, frustrating when there are outside political pressures that add to the difficulty, when all we want to do is get the assistance to those who need it.

At 5:09 p.m., Commissioner Rodriguez left the meeting.

C. Moore Street Property Development

Mr. Duke said that the RFP for development services went out last week. So far, he has received questions from two developers and he will likely post an addendum on the website next week.

D. Discussion on BCACHA Commissioners' Future Workshop

Ms. Donnelly Tzul provided her thoughts on what the workshop would look like. She prefers a full-day event, with Friday being the targeted weekday. It would include commissioners and senior management. She offered March 18 or 25 as options, and most preferred March 18. She will look into the procurement process for identifying a facilitator. It was also determined to be a preference to hold the workshop off site. Ms. Hansen offered to help with finding a facilitator and a location. Topics would be leadership and a goal to walk out with at least five key objectives that involve recalibrating the existing strategic plan since so much has changed since it was created.

VI. ADJOURNMENT

There being no further business, the meeting was adjourned at 5:15 p.m.

Documents provided as part of this meeting include:

BCACHA Minutes, January 12, 2022

BCACHA 2022 Occupancy Rates

Construction Project Spreadsheet

BCHA Resolution 1-2022


Exhibit A – Second Restated and Amended Agreement Between the City of Boise and BCHA


ACHA Resolution 1-2022

Exhibit A – Second Restated and Amended Subgrant Agreement Between Ada County and Ada County Housing Authority for Use of Emergency Rental Assistance Funds

Memorandum From Diana Meo and Deanna Watson – Analysis of Reserves

Respectfully submitted,


Deanna L. Watson, Executive Director


Raquel Guglielmetti, Chairman