

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, June 14, 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, May 10, 2023 (ACTION ITEM)
- *2. Financial Statements thru the Period Ended April 30, 2023 (ACTION ITEM)

III. REPORTS

- A. Chairman's Report
- B. Executive Director's Report
- C. Report on Properties
- D. Report on Programs – Presentation on the Family Self-Sufficiency Program

IV. BUSINESS

- A. Emergency Rental Assistance Program Update
- B. Moore Street Property Update
- C. Discussion on Agency-Owned Property Adjacent to Allumbaugh House
- D. Discussion on Securing Financial Advisor Services (ACTION ITEM)
- E. Discussion on Local Landlords Converting Affordable Rentals to Market Rent
- F. Executive Session per Idaho Codes § 74-206(1) (c) discuss acquisition of an interest in real property not owned by a public agency; and § 74-206(1) (d) consider records that are exempt from disclosure as provided in chapter 1, title 74, Idaho Code.

V. ADJOURNMENT

Related agenda documents are available for public review by visiting:

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

When: Jun 14, 2023 04:00 PM Mountain Time (US and Canada)

Topic: BCACHA June Board Meeting - June 14, 2023

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/84413827427?pwd=TXBEV1VSQndpMk82ZHM1bXVZY0Z1UT09>

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

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

June 14, 2023

TIME AND PLACE OF MEETING:

Chairman Julianne Donnelly Tzul called the meeting to order at 4:05 p.m., on Wednesday, June 14, 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: Chairman Julianne Donnelly Tzul, Commissioner Kent Rock, Commissioner Tim Flaherty, Commissioner Paige Doyle

Commissioners Present via Zoom: Vice Chairman Katie Vila, Commissioner Amanda Ryan

Commissioners Absent: None

Others Present – in person and via Zoom: 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, Family Self Sufficiency Coordinator Trudy Nebeker, Buffy Jones, 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. Commissioner Flaherty seconded the motion.

A roll call vote was taken.

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

The motion passed by roll call vote.

III. REPORTS

A. Chairman's Report

Chairman Julianne Donnelly Tzul congratulated Commissioner Paige Doyle (previously Oeding) on her recent marriage. She also introduced Buffy Jones who, once her appointment is approved by the city and ratified by the county, will be filling the seat on the board that has been vacant. This seat is for a BCACHA program participant. Ms. Jones spoke briefly about her background and goals. Her appointment is anticipated to be completed in time for the August board meeting.

Ms. Donnelly Tzul mentioned that she will not be able to attend July's board meeting, as she is changing employment in the next few weeks. It is her hope that, eventually, this new position will provide her with more flexibility for her involvement with the BCACHA board.

She also reminded the board that any request for data or information that requires staff time should go through the chairman first. The request will be evaluated in light of the processes required of staff and feasibility. In this case, the request for touring agency properties can be accommodated and scheduled to include common areas. However, since vacant units are often in a state of renovation on a quick timeline for turn-around, we will not schedule a tour of these.

B. Executive Director's Report

Executive Director Deanna Watson referred to her community advocacy work in addition to her housing authority direction. This includes serving on the board of Terry Reilly Health Services and their nominating and personnel committees. She also serves on the Compass Regional Housing Coordination committee, and the State of Idaho Catastrophic Housing Planning committee. She and Deputy Director Jillian Patterson are attending meetings with Syringa Property Management and El-Ada Community Action Partnership regarding the opening of the Celebration Acres affordable housing community that is anticipated to open for occupancy in August with 28 units.

Ms. Watson and Ms. Patterson have also been providing multiple interviews with local media regarding the closing of the ERAP program. Discussions have continued regarding a local assisted living facility whose owners have proposed converting to multi-family housing. This would displace 115 vulnerable residents. During the owner's request for a zone change, the city council and planning and zoning had required mitigation efforts pertaining to the hardships this would place on the current residents. Subsequently, the owners withdrew their zoning request and the city is now concerned that they may simply provide residents with a 30-day notice to vacate. While the urgency seems to have quieted down, meetings continue regarding the possible impact this may place on these residents.

Ms. Donnelly Tzul stated that Commissioner Doyle will now be assisting staff in efforts to acquire property to add to the housing authorities' affordable housing inventory. Ms. Watson said that the Ada County Commissioners have encouraged her to apply for ARPA funds, with the possibility of purchasing additional affordable housing from a variety of configurations. After discussions, the effort is focusing on purchasing homes in the duplex-triplex- 4-plex design. The

agency is in the process of putting an application together to present to the county commissioners.

C. Report on Properties

Housing Operations and Asset Manager Marissa Henderson reported that the “dry-run” elevator testing went well and the state inspection will be conducted on July 14. There have been no new issues with the elevators.

She provided a summary of a fire that occurred at Franklin Plaza last Thursday. A tenant had caused a grease fire that ultimately triggered the alarm and sprinkler system to activate. There were no serious injuries, but two residents had to be relocated immediately. Most all of the damage was caused by flooding and a total of 13 units were affected. In the inspection process, asbestos was found and will now need to be abated. Due to the strenuous process of abatement, there will need to be additional short-term relocations of other tenants.

D. Report on Programs

Family Self Sufficiency Coordinator Trudy Nebeker provided a slide presentation on the FSS program. She stated the purpose, eligibility requirements, duration and scope of the program for participants, and the qualifications and performance of the FSS staff. She stated that when graduates are interviewed about their experience, they frequently state that they appreciated the confidence it helped them build and the accountability requirements that kept them on track. She concluded with an inspiring story of one participant who went from “couch-surfing” as a single parent to employment opportunities that increased the household income to the level of self-sufficiency, and a program escrow distribution of over \$18,000.

Ms. Patterson provided an update on the review of the proposal received from the RFP process for the project based voucher program. A handful of items from the RFP were missing in the proposal and the agency is asking the applicant to amend some of their proforma. She anticipates that there will be some adjustments and a conditional approval letter with the developers leading to an anticipated presentation to the board and a vote to award vouchers at the July board meeting. Vice Chairman Vila has been very instrumental in helping staff evaluate technical elements of the proposal.

Ms. Patterson reminded the board that the agency’s Five-Year Plan is posted on the website with a public hearing scheduled for July 6. The July board packet will include a summary of the plan and a memo explaining what the board will be asked to approve.

Ms. Watson said that regular conversion meetings with Yardi have begun, as we start to plan the software conversion. HUD is also making some major reporting changes scheduled for the beginning of 2024 which will complicate things in terms of the anticipated go-live date. To accommodate anticipated work load increases, the agency has brought on additional staff and some current staff members have been promoted. Two of the new staff members have been on the ERAP program as temporary staff. She also mentioned that, in anticipation of IT changes, email accounts will be in the process of migration to Office 365 over this coming long weekend.

Full email functionality is expected by next Tuesday, but staff may not be able to easily respond to weekend email messages until then.

IV. BUSINESS

A. Emergency Rental Assistance Program Update

Ms. Patterson provided the latest ERAP funding statistics as of June 8, 2023. To date, the housing authorities have provided nearly \$70 million in rent and utility payments in Boise and Ada County, serving over 15,000 households. At current spending trends, the program will be done providing assistance as of next week. Remaining funds are being approved to applicants who had applied before the portal closed on June 8, and according to the priorities stipulated by the Treasury Department. Rent that is in arrears will be paid first, with future rent being considered following that. The department has been shrinking its staff with some remaining to work through the reporting close-out process. The #1 concern, and the #1 question we are being asked is, "what can tenants do now?" No one has a great answer as housing resources revert to pre-pandemic levels.

B. Moore Street Property Update

Ms. Watson has been in meetings with the partners, Edlen-deChase. The two funding applications that they submitted to IHFA and the City of Boise were both denied. They are updating the proforma to include new rent levels and to identify funding sources to fill the gap. Our board has previously agreed that there is no interest in splitting the project into two phases, but rather to keep the 100 units as one project as provided in the original proposal.

C. Discussion on Agency-Owned Property Adjacent to Allumbaugh House

Ms. Watson provided the background on the agency's ownership of land that is adjacent to Allumbaugh House. The operators of Allumbaugh House, Terry Reilly Health Services, are interested in possibly moving a donated dental office to the site and to include affordable housing to fill in the property. The city (which donated the land to the housing authority) prefers that the land be used for the maximum number affordable housing units. Members of the board acknowledged that there is a need for dental services within the community that may also be served by Allumbaugh House, but understood that placing a relocated dental office on the site would take away from affordable units, even with a redrawn plan that included 24 units. There was discussion about the possibility of developing the maximum number of transitional housing units with a built-in dental office included in the plan. The discussion ended with the majority of board members preferring plans to bring in the max number of transitional housing, rather than a dental office with a reduced number of affordable homes surrounding it.

5:15 p.m. Vice Chairman Katie Vila left the meeting.

D. Discussion on Securing Financial Advisor Services

Ms. Watson expressed her interest in getting ahead of opportunities that present themselves in the area of development. It would be helpful if we have a strong sense of what kinds of programs

and projects we want to accomplish next. Currently, nearly all agency funding is specific to federal programs which are not fungible. Recently, Ms. Watson had the opportunity to visit with Gene Slater of CSG Advisors, a financial advisor that the agency has worked with in the past. This agency advises in the specific areas that Ms. Watson has been investigating. They also have experience with a great number of public entities, including many housing authorities. Discussion included the potential procurement of their services in evaluating the agencies' goals, and the cost of such services range from \$20 to \$50k, depending on the scope. The general consensus of the board was that this would be a good idea and encouraged Ms. Watson to continue her inquiries into the relationship.

E. Discussion on Local Landlords Converting Affordable Rentals to Market Rent

Ms. Watson reported on the agency's recent experience with a number of LIHTC properties in the area that have reached the end of their compliance period. Most have been under compliance requirements for an initial 15-year period during which they were monitored, and then a second 15-year period of compliance requirements without any oversight or repercussions for non-compliance. These are communities that have historically provided housing to HCV participants, but who are now saying that they do not know if they will continue to accept vouchers. Rent increase notices have been sent to participants, some increasing rents \$200 per month to over \$900 per month. Property managers have suggested that this is ok, since the increase will be paid by the housing authority, not the tenant. While this is not always true, it still means that with the huge increase in HAP payments for these tenants and since our funding does not change, the agency will be able to help fewer and fewer residents. While we understand the property owners want to maximize their investment, many of these communities are owned by non-profits who have affordable housing as their mission. Ms. Patterson mentioned that there are instances where voucher holders are being charged a higher rent than others, and that something is wrong with that relationship. She pushed back on the general thought that "no landlord is accepting voucher holders," and said that the real problem is that there are not enough affordable units on the market that will work with the voucher payment standards. This all negatively impacts the bottom line of the agency.

F. Executive Session per Idaho Codes § 74-206(1) (c) discuss acquisition of an interest in real property not owned by a public agency; and § 74-206(1) (d) consider records that are exempt from disclosure as provided in chapter 1, title 74, Idaho Code.

Commissioner Flaherty moved that the board enter Executive Session. Commissioner Doyle seconded the motion.

A roll call vote was taken.

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

The motion passed by roll call vote.

At 6:02 p.m., the board entered Executive Session for a general discussion of the possibility of acquiring an interest in real property.

Commissioner Rock moved that the board exit Executive Session. Commissioner Doyle seconded the motion.

A roll call vote was taken.

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

The motion passed by roll call vote.

At 6:27 p.m., the board exited the Executive Session and reentered the public meeting.

V. ADJOURNMENT

Commissioner Rock moved that the meeting be adjourned. Commissioner Doyle seconded the motion.

The motion passed by a voice vote.

At 6:30 p.m., the meeting was adjourned

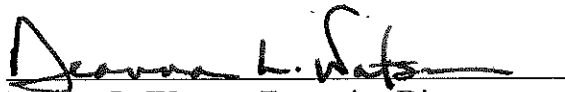
Documents provided as part of this meeting include:

Minutes – BCACHA Board Meeting May 10, 2023

Financial Statements through the period ended April 30, 2023

Occupancy Rates – As of May 2023

Respectfully submitted,


Deanna L. Watson, Executive Director


Katie Vila, Vice Chairman