

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 10 – 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, January 13, 2021 (ACTION)
- *2. Board of Commissioners Special Meeting Minutes, February 2, 2021 (ACTION)
- *3. Financial Statements for the Period Ended November 30, 2020 (ACTION)
- *3. Financial Statements for the Period Ending December 31, 2020 (ACTION)

III. REPORTS

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

IV. NEW BUSINESS

- A. Emergency Rental Assistance Program (ERAP)
 - 1. Consideration of BCHA Resolution 2-2021 – A Resolution of the Board of Commissioners of the Boise City Housing Authority Approving an Amendment to the Agreement Between the City of Boise and the Boise City Housing Authority for Emergency Rental Assistance Program Funds (ACTION ITEM)
 - 2. Update on program

V. UNFINISHED BUSINESS

- A. Strategic Plan Update
 - 1. Form Advisory Committees (ACTION ITEM)
 - 2. Update on plan

- B. Landlord Incentive Program Update
- C. Moore Street Update
- D. Galloway Litigation

EXECUTIVE SESSION Per Idaho Code § 74-206 (1) (d)(f): To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation.

Return to Open Meeting

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:

You are invited to a Zoom webinar.

When: Feb 10, 2021 04:00 PM Mountain Time (US and Canada)

Topic: BCACHA Board Meeting - February 10, 2021

Please click the link below to join the webinar:

<https://zoom.us/j/99328514877?pwd=amVRdWlrYysvWDc0T1AwSOJWQTIGUT09>

Passcode: 924519

Or iPhone one-tap :

US: +12532158782,,99328514877#,,,, *924519# or +13462487799,,99328514877#,,,, *924519#

Or Telephone:

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

US: +1 253 215 8782 or +1 346 248 7799 or +1 669 900 6833 or +1 301 715 8592 or +1 312 626 6799 or +1 929 205 6099

Webinar ID: 993 2851 4877

Passcode: 924519

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

**MEETING OF THE BOARD OF COMMISSIONERS
AND DIRECTORS
February 10, 2021**

TIME AND PLACE OF MEETING

Chairman Raquel Guglielmetti called the meeting to order at 4:01 p.m. on Wednesday, February 10, 2021. The meeting was held at the Boise City / Ada County Housing Authorities' Board Room, 1001 S Orchard Street, Boise, ID 83705, and also via Zoom link.

I. ROLL CALL

Commissioners Present: Chairman Raquel Guglielmetti, Vice Chairman Kent Rock, Commissioner Tiffany McKee

Commissioners Present via Zoom Conference: Commissioner Julianne Donnelly Tzul, Commissioner Shellan Rodriguez, Commissioner Jaime Hansen, Commissioner Jennifer Seamons, Ex-Officio Commissioner Elaine Clegg

Others Present: Executive Director Deanna Watson, Boise City Deputy Attorney Mary Grant, Boise City Deputy Attorney Tyler Powers (via Zoom), Ada County Deputy Attorney Catie Freeman (via Zoom), IT & Operations Administrator Ron Barstow, IT Specialist Joe Capps, Housing Programs Director Jillian Patterson, Finance Director Diana Meo, Construction Manager Ben Duke, Senior Staff Accountant Annette Sampson (via Zoom conference), and Executive Assistant Ann Upchurch. Present for executive session, John A. Bailey Jr and Julian Gabiola, Attorneys for Hawley Troxell (via Zoom)

II. CONSENT AGENDA

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

A roll call vote was taken.

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

The motion passed by roll call vote.

III. REPORTS

A. Chairman's Report

Chairman Guglielmetti did not have a report for this meeting.

B. Executive Director's Report

Executive Director Deanna Watson reported that the National Association of Housing and Redevelopment Officials (NAHRO) has interviewed her and Programs Manager Jillian Patterson. The interview was in regards to the backpack program in partnership with Southminster Presbyterian Church. The interview will be included in an upcoming NAHRO national publication.

Commissioner Seamons asked for a clarification on Ms. Watson's board briefing for February, regarding the recently received Mainstream Vouchers. She explained that the agency received these additional vouchers through the CARES Act funding for 2020. They are for non-elderly disabled households and are tenant based. BCACHA works with partners at Our Path Home and Health and Welfare to identify tenants for this program.

Ms. Watson introduced Joe Capps, BCACHA's new IT Specialist. Joe gave a brief bio of his work experience.

C. Report on Properties

Construction Manager Ben Duke reported that the agency has two projects to start in the near future; a new camera and entry system at Shoreline Plaza and a new roof at the Vine Street apartments.

D. Report on Programs

Programs Director Patterson did not have anything new to report that is not to be covered in later agenda items.

IV. NEW BUSINESS

A. Emergency Rental Assistance Program (ERAP)

1. Consideration of BCHA Resolution 2-2021

Ms. Watson provided background on the funds recently released to states through the U.S. Department of the Treasury, with the intention to fund \$35B nationally for rental and utility expense assistance. Local governments with populations of 200,000 or more were able to apply separately from the states for allotments, and Boise City and Ada County did so. BCACHA has worked with attorneys from both the city and county to reach a collaborative agreement to administer the local funds. She explained the processes that staff has gone through to initiate the

program including meetings with local partners, media outlets, banks, and software and website vendors. Commissioner Hansen asked for an estimate of the number of local households that may be eligible for this assistance. At this time, this is difficult to estimate but the HA will share matrices as they become available. The opening of the on-line application is close to being launched. The HA is waiting for funding from both the city and county before submitting press releases and other media outreach pieces. Commissioner Donnelly Tzul asked that staff share the operating procedures and matrices with commissioners, especially the length of time from the submission of an application to the completion of the claim. Commissioner McKee asked how the agency is working with local partners to facilitate referral applications. Ms. Watson stated that there has been communication and discussions with Jesse Tree, CATCH, Our Path Home, the school districts, and others. Ms. Clegg stated that she will follow-up with the city's Office of Community Engagement to see where they might help get the word out.

Regarding the BCHA Resolution 2-2021, Attorney Mary Grant said that there was an amendment to the agreement between the City and Boise City Housing Authority, removing some language that had required reporting requirements that went above and beyond requirements from the U.S. Department of the Treasury. The amendment eases monthly requirements and assures continuity.

Commissioner Rodriguez moved that the Board approve BCHA Resolution 2-2021 – A Resolution of the Board of Commissioners of the Boise City Housing Authority Approving an Amendment to the Agreement Between the City of Boise and the Boise City Housing Authority for Emergency Rental Assistance Program Funds. Commissioner McKee seconded the motion.

A roll call vote was taken.

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

The motion passed by roll call vote.

V. UNFINISHED BUSINESS

A. Strategic Plan Update

1. Form Advisory Committees

Advisory Committees were identified and commissioners agreed to serve as follows:

Development Advisory Committee: Commissioner Rodriguez, Vice Chair Commissioner Rock, and Commissioner Seamons

Public Relations and Communications Advisory Committee: Commissioner Donnelly Tzul and Commissioner McKee

Programs Advisory Committee: Commissioner Hanson, Commissioner Donnelly Tzul, and Commissioner McKee

Finance and Audit Advisory Committee: Chair-Commissioner Guglielmetti, Commissioner Seamons, and Ex-officio Commissioner Clegg

Administrative Operations Advisory Committee: Executive Officers-Commissioners Guglielmetti and Rock and Executive Director Watson and Senior Staff-Jillian Patterson, Housing Programs Director and Diana Meo, Finance Director

2. Update on Strategic Plan

There was no further discussion on the plan's update that was provided previously to the board.

B. Landlord Incentive Program Update

Ms. Patterson reported on current progress of the landlord incentive program. The initial stated goal was to house 100 households by May 2021. To date, the HA has housed 52 families, with 48 from landlords already participating in the voucher program, and four new landlords. 38 households are households new to the program.

5:00 p.m., Commissioner Hansen left the meeting.

C. Moore Street Update

Commissioners serving on the Development Committee reported on meetings they have attended with two different groups of developers, the Gardner Company and the Utah group. Commissioner Rodriguez mentioned that the sub-committee still needs to define specific priorities that the board has in regards to the property on Moore Street. This will help them judge the proposals as to board preferences. Discussion continued regarding the Utah's group proposal which included a large percentage of development costs coming from private donations. Board consensus is that such a requirement would be unique and unprecedented in our area.

D. Galloway Litigation

Commissioner McKee moved that the board enter an executive session per Idaho Code § 74-206- (1) (d) (f): To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, and that the vote be by roll call. Vice Chairman Rock seconded the motion.

At 5:20 p.m., a roll call vote was taken.

Chairman Guglielmetti	Aye
Vice Chairman Rock	Aye
Commissioner Rodriguez	Aye

Commissioner Hansen Aye
Commissioner Donnelly Tzul Aye
Commissioner McKee Aye

The motion passed by roll call vote.

5:38 p.m., Ex-Officio Commissioner Clegg left the executive session.

Vice Chairman Rock moved that the board leave executive session and that the vote be by roll call. Commissioner McKee seconded the motion.

At 5:53 p.m., a roll call vote was taken.

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

The motion passed by roll call vote.


VI. ADJOURNMENT

At 5:55 p.m., there being no further business, the meeting was adjourned.

Documents provided as part of this meeting include:

- Minutes – BCACHA Board Meeting January 13, 2021**
- Minutes – BCACHA Special Board Meeting February 2, 2021**
- Financial Statements – November 30, 2020**
- Financial Statements – December 31, 2020**
- BCHA Resolution 2-2021**
- Agreement Between the City of Boise and Boise City Housing Authority for Emergency Rental Assistance Program Funds**
- Subgrant Agreement Between Ada County and ADA County Housing Authority for Use of Emergency Rental Assistance Funds**
- Five Year Strategic Plan – February 2021 Update**
- Amendment to Agreement for ERAP Funds – COB-BCHA**

Respectfully submitted,



Deanna L. Watson, Executive Director



Raquel Guglielmetti, Chairman