

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, May 8, 2024 at 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 April 10, 2024 (ACTION ITEM)

III. REPORTS

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

IV. BUSINESS

1. Staff Presentation – PNRN NAHRO Annual Conference report
2. Krista Paulsen Presentation

V. ADJOURNMENT

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

Zoom access:

Please click the link below to join the webinar:

When: May 8, 2024 04:00 PM Mountain Time (US and Canada)

Topic: BCACHA Board Meeting

<https://us06web.zoom.us/j/86725891688?pwd=BuhOw0ofl4owSNEpF96T5sE3DrYi2w.11JidxasjQ5ONg6T>

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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

May 8, 2024

TIME AND PLACE OF MEETING:

Vice Chair Katie Vila called the meeting to order at 4:00 p.m., on Wednesday, May 8, 2024. 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: Vice Chair Vila, Commissioner Kent Rock (via Zoom), Commissioner Tim Flaherty, Commissioner Marty Jacobs, Commissioner Krista Paulsen, Commissioner Buffy Jones, Ex-Officio Commissioner Kathy Corless

Commissioners absent: Chair Julianne Donnelly Tzul

Others present: Ada County Deputy Attorney Nichole Solberg, Ada County Deputy Attorney Ammon Taylor, City Attorney Ed Jewell, Executive Director Deanna Watson, Deputy Director Jillian Patterson, Senior Accountant Annette Sampson, IT and Operations Administrator Ron Barstow, Housing Operations and Asset Manager Marissa Henderson, Housing Choice Supervisor Anne Pridmore, and Executive Assistant Mallory VanDercar

II. CONSENT AGENDA

Commissioner Flaherty moved that the board approve the Consent Agenda. Commissioner Paulsen seconded the motion.

A roll call vote was taken.

Vice Chair Vila	Aye
Commissioner Rock	Aye
Commissioner Jacobs	Aye
Commissioner Paulsen	Aye
Commissioner Jones	Aye
Commissioner Flaherty	Aye

The motion to approve the Consent Agenda was passed by roll call vote.

III. REPORTS

A. Chairman's Report

Vice Chair Vila shared that a financial consultant is visiting the agency 5/9/2024, and that they will be meeting with the agency, members of the city, and other community partners. The financial consultant will have a presentation during the June or July Board Meeting and will be available for questions.

B. Executive Director's Report

Executive Director Deanna Watson provided an update on the current budget, noting that when the BCACHA budget was passed in September, a section was allocated for merit increases up to 2%, with Ms. Watson having authority for how to distribute those increases. She shared that this has not been completed yet as the agency has not received the approved budget from HUD. This is typical and the agency has been spending in accordance with the previous year until the new budget is available. She also acknowledged that staff performance is being observed, particularly through the YARDI conversion, and the agency is aware of staff members that will be provided a merit increase.

There was a discussion related to the percentage of the budget that comes from the federal funds. Ms. Watson reported that the vast majority of the budget is federal through HUD, with smaller amounts coming from other federal sources. She noted that staff did receive cost of living adjustments, it is solely the merit-based portion of increases that have not been implemented. She shared that HUD may prorate funding based on other resourcing needs.

Ms. Watson also reported on the YARDI software conversion, expanding on the discussion from the April Board Meeting relating to support for the agency. This has been clarified with YARDI, and the agency has more opportunities for assistance. She also noted that the go-live period that began in March is the start of the implementation period, which is anticipated to take 6-8 months, possibly longer given that BCACHA is two housing authorities. Many factors were assessed in the selection of the new software, including issues with current software, conversations with HUD, and availability of government approved vendors, it was determined that YARDI met all the agencies' needs. Deputy Director Jillian Patterson shared that a challenge in this conversion is that YARDI is not able to access BCACHA data due to confidentiality requirements prohibiting them access to household data.

Ms. Watson also shared that she has started reviewing legislative changes from the 2024 session, noting that the Board has discussed House Bill 545 previously. This bill removed the source of income protection in the nondiscrimination clause. As of July 1st, this bill will go into effect. This also will remove the cap on application fees and allows landlords to withhold security deposits in the event that they are substantially changing or tearing down a unit. Ms. Watson also shared that there was a victory in Senate Bill 1347, which addresses eviction actions that were

brought to court but did not result in an adverse decision against the tenant. In this case, after three years the tenant record will be amended to not show the eviction hearing. She also shared that there is a bill regarding contracting with out of state architects that require them to partner with local agencies.

Report on Properties

Housing Operations and Asset Manager Marissa Henderson reported BCACHA is in the initial stages of working with CSHQA on the Capital Fund Reserve for Emergencies and Natural Disasters award. The agency intends to have this project obligated by August 2024.

BCACHA is also starting work on a remodel for units on Victory Road, resulting in new countertops, bathroom vanity, flooring, paint, plumbing, fixtures, and lighting.

Ms. Henderson also shared that BCACHA received REAC inspections notices for Vine Terrace, Nez Perce, and Liberty Park in June and August. These will be the first inspection completed under the NSPIRE protocol. The goal is to surpass a score of 90.

C. Report on Programs

Deputy Director Jillian Patterson shared that BCACHA is nearing the end of the Section 8 waiting list. BCACHA has not received federal funding yet, however the agency is working with HUD representatives monthly on an anticipated budget to plan budgeting needs going forward. Currently the agency does not have the funding necessary to serve as many households this year. On May 28th, the waiting list will be opened for one month, until June 27th. On May 13th, the agency will post the public announcement announcing the waiting list opening. She shared that the application will be online, with the agency providing accommodations for computer access locations and over the phone application appointments for those in need. 2,500 applications will be selected in a lottery process completed by the YARDI software. The agency is also working on marketing to ensure that announcements materials will be available in seven different languages and will conduct outreach to ensure that this information is widely available. She also shared at the last opening, BCACHA received 3,500 applications. Ms. Patterson provided analysis regarding the function of the waiting list, what happens when applicants reach the top of the list, and the challenges in ensuring participants are served within a limited budget. Ms. Patterson also clarified that the agency accepts vouchers for agency-owned housing, unless the housing already has a subsidy, sharing that a majority of the BCACHA residents do receive vouchers.

Commissioner Rock left the meeting at 4:42 p.m.

Ms. Patterson also shared that the agency is in the process of updating the annual PHA plan, and shared that this will need to be reviewed and approved by the Board in July. This reports on changes that occurred over the last year.

IV. BUSINESS

A. Staff Presentation – PNRN NAHRO Conference

Ms. Patterson, Ms. Pridmore, and Ms. Henderson reported on their participation on the board for the National Association of Housing and Redevelopment Office (NAHRO) as well as their attendance at the NAHRO PNRN conference in Anchorage Alaska in April. Ms. Patterson shared details from presentations at the conference, highlighting anticipated budget updates and policy changes. Ms. Patterson noted that these changes will impact the BCACHA PHA plan. One of the largest updates is the Housing Opportunity through Modernization Act (HOTMA) implementation requirements, which will impact the administration plan. She also reported on NSPIRE. Noting that the Housing Quality Standards (HQS) will be transitioning to NSPIRE. All inspection programs will now fall under NSPIRE, which will increase consistency across housing programs. Ms. Patterson shared that HUD has offered training that BCACHA staff have been attending for Project Based Vouchers, NSPIRE, and more. Ms. Pridmore and Ms. Henderson shared details of conference sessions that they both attended.

Commissioner Krista Paulsen Presentation

Commissioner Paulsen provided a summary of the presentation she gave at the Fettucine Forum in April called *Housing and Home in a Growing Boise*. This highlights how the demands of housing in Boise can be presented to the public, focusing on the implications of the housing crisis and the implications of the roads out of the housing crisis. There was discussion related to Commissioner Paulsen's findings.

Commissioner Flaherty motioned to Adjourn the meeting at 5:34 p.m.

Documents provided as part of this meeting include:

- BCACHA 4/10/2024 Board Minutes
- Executive Director Update Memo

Respectfully submitted,

Deanna L. Watson, Executive Director



Julianne Donnelly Tzul, Chair

