

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 12, 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 May 8, 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 – YARDI Forum
2. Discussion with CSG Financial Advisors
3. Park Apartments Discussion
4. Supportive Housing Investment Fund (SHIF) with Idaho Community Foundation
 - a. BCHA Resolution No. 01-2024 – A Resolution approving a Charitable Donation and Partnership Agreement By and Between the City of Boise City and the Boise City Housing Authority (ACTION ITEM)
 - b. BCHA Resolution No. 02-2024 – A Resolution approving a Charitable Donation Agreement By and Between Boise City Housing Authority and Idaho Community Foundation, Inc. (ACTION ITEM)
5. Y Project and Workforce Housing Discussion

V. ADJOURNMENT

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

Zoom access:

https://us06web.zoom.us/j/86066884454?pwd=4CT1oU8seIX6Tek6N0Foc6_iWliGXw.cylv5fDXrUrdDmQB

Webinar ID: 860 6688 4454

Passcode: 789975

Or One tap mobile :

+16699006833,,86066884454#,,,,*789975# US (San Jose)

+17193594580,,86066884454#,,,,*789975# US

Or Telephone:

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

+1 669 900 6833 US (San Jose)

+1 719 359 4580 US

+1 253 205 0468 US

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 444 9171 US

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 305 224 1968 US

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 360 209 5623 US

+1 386 347 5053 US

+1 507 473 4847 US

+1 564 217 2000 US

+1 646 931 3860 US

+1 689 278 1000 US

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

MEETING OF THE BOARD OF
COMMISSIONERS AND DIRECTORS

June 12, 2024

TIME AND PLACE OF MEETING:

Chair Julianne Donnelly Tzul called the meeting to order at 4:02 p.m., on Wednesday, June 12, 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: Chair Julianne Donnelly Tzul, Vice Chair Vila, Commissioner Kent Rock (via Zoom), Commissioner Tim Flaherty, Commissioner Marty Jacobs, Commissioner Krista Paulsen, Ex-Officio Commissioner Kathy Corless

Commissioners absent: Commissioner Buffy Jones

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, Housing Choice Lead Laura Williams, CSG Vice President Adam Cray (via Zoom), CSG Founder and Principal Gene Slater (via Zoom), and Executive Assistant Mallory VanDercar

II. CONSENT AGENDA

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

A roll call vote was taken.

Chair Donnelly Tzul	Aye
Vice Chair Vila	Aye
Commissioner Jacobs	Aye
Commissioner Paulsen	Aye
Commissioner Flaherty	Aye
Commissioner Rock	Aye

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

III. REPORTS

A. Chairman's Report

Chair Donnelly Tzul shared that the meeting today will have a number of conversations about upcoming action items, current action items, and a follow up from the financial advisors who visited BCACHA last month. Chair Donnelly Tzul also discussed the recent BCACHA property tour that the Board Commissioners attended.

B. Executive Director's Report

Executive Director Deanna Watson discussed an article in the Idaho Statesman regarding the Section 8 waiting list. She reported on the Allumbaugh House open house held on June 12th and provided details about its history and services. Ms. Watson also attended a HUD training on PHA disaster readiness on May 14-15, highlighting key points for a comprehensive plan. On June 12th, she participated in a conversation with COMPASS on the correlation between transportation and housing. BCACHA's partnership with Our Path Home was mentioned, with Ms. Watson attending an executive committee retreat focusing on team trust and relationships. She also participated in a leadership program panel at Boise State University.

C. Report on Properties

Housing Operations and Asset Manager Marissa Henderson reported that Vine Terrace and Nez Perce apartments had REAC inspections last week using the new NSPIRE Protocol. She shared that this new protocol is part of HOTMA requirements. The agency does not have results yet but will use this as a learning moment based on the new metrics.

D. Report on Programs

Deputy Director Jillian Patterson shared that the project for Project Based Vouchers at New Path 2 is starting to pick up. Currently there is a focus on the subsidy layering review, looking at funding sources and government assistance to ensure this does not exceed the feasibility requirements of the project. The agency is working closely with Idaho Housing and Finance Association and Commissioner Vila. The agency is also seeking options for looking at ways to work through any sticking points for the program in the future as well.

Ms. Patterson also shared that BCACHA began working on a grant application for Foster Youth to Independence (FYI) vouchers, which requires housing authorities to partner with child welfare agencies. BCACHA is working with the Department of Health and Welfare (DHW) on this grant. BCACHA already has Family Unification Program (FUP) vouchers in partnership with DHW, however the MOU for that grant has dissolved due to changing staff at DHW. The FYI grant requires a Memorandum of Understanding (MOU) with language prescribed by HUD. Ms. Patterson shared

that the agreement for the FYI MOU required many reviews and edits. Ms. Patterson provided background for this program, noting that it requires a statement of need utilizing DHW data. These vouchers would be available to youth aged 18-24 who have left or will leave foster care and are either homeless or at risk of becoming homeless. DHW estimates that they will be able to refer and provide services for ten households. She noted that the administrative requirement of the grant exceeds the ten vouchers, but it would establish precedent for future applications and the possibility to revive the FUP vouchers MOU with DHW. She reported that DHW is responsible for referrals as well as supportive services, BCACHA will be utilizing Terry Reilly Health Services (TRHS) to aid with supportive services, and BCACHA manages the vouchers. There is also a future opportunity on a noncompetitive basis that could allow expansion of this program. DHW has signed the MOU, and BCACHA is ready to submit the application due June 17th.

IV. BUSINESS

A. Staff Presentation – YARDI Forum

Ms. Henderson reported that six BCACHA staff attended a conference hosted by YARDI that serves as a learning opportunity including training sessions, one on one training as well as software fix sessions. Ms. Henderson shared a variety of topics that were discussed during the conference. She also reported that the Housing Opportunity Through Modernization Act (HOTMA) was a major focus during this conference. This will result in major programmatic and software changes and will be a common topic during board meetings in future months. She also shared that there are various components of YARDI that staff are looking forward to integrating after learning more, including document management, data reporting, maintenance support, and the resident portal. Ms. Henderson noted that she will research to see if YARDI has built-in options for customer survey/feedback. Ms. Henderson also shared that kiosks are being implemented at BCACHA high rise properties with internet to provide access to those in need. Additionally, she noted that more participants than expected have access and comfortability using smart phones.

Commissioner Rock left the meeting at 4:45 p.m.

B. Discussion with CSG Financial Advisors

Adam Cray and Gene Slater of Caine Slater Gressel (CSG) introduced themselves and their firm. Mr. Cray shared that one focus for CSG as they are working with BCACHA is that they will be creating an evaluation framework to establish criteria for project participation for BCACHA for future use. Mr. Slater shared that it is important to think about each agency project in relationship to the others and the impact on the housing authority. This evaluation process will allow the agency to answer the question "how can we do more in five years than we are doing today?"

Mr. Slater outlined the need to diversify project types, including low to moderate-income projects, while minimizing risk. He highlighted the importance of assessing risk, especially in partnerships where BCACHA provides vouchers or land and a developer handles the project. CSG will provide specifics to help the agency grow and maintain healthy reserves.

Mr. Cray discussed priority sites for their review, including University Park Apartments, Moore Street, and the Y project, and mentioned potential assistance with PBV program optimization. These reviews will determine what is needed for project success and the impact on other projects.

C. Supporting Housing Investment Fund (SHIF) with Idaho Community Foundation

Ms. Watson shared that the City of Boise is putting \$7.5 million into a fund for supportive services that will be held by The Idaho Community Foundation and an advisory committee on how to utilize and replenish funds will be established.

Vice Chair Vila left the meeting at 5:45.

Mr. Taylor shared that the City approached BCACHA to collaborate as the housing authority is an entity with tools to take out loans, grant loans, issue bonds, and receive funding directly from cities and counties. These are not available to cities and counties. The transfer of funds uses the housing authority as a conduit. The city will donate the funds to the housing authority, which will then be donated to the Idaho Community Foundation. He highlighted that this allows BCACHA to serve the community and continue to participate in the conversation related to spending these funds in the future. Ms. Watson shared that housing authorities are an instrumentality of government, and function as an avenue to assist the city and county. She also noted that BCACHA has negotiated a fee for administrative expenses related to this agreement. She added that this agreement also allows the agency an advisory role in how these funds are spent and that the agency will be able to also apply for these funds. She noted that this participation increases the agency's exposure to Idaho Community Foundation. Ms. Watson noted that similar agreements have been conducted with the city in the past, in the form of property being transferred.

Mr. Taylor noted that Allumbaugh House was one such deal. There was discussion with the commissioners related to the benefit to BCACHA for participating in this agreement, and a review of potential risks the agency might be taking on by participating.

Ex Officio Corless noted that the intention of this is to benefit wrap around services, and a benefit for the agency is having access to get wrap around services through these funds. She also noted that this fund creates a mechanism that can accept funds and donations.

Katie Vila rejoined the meeting at 6:03 p.m.

Ms. Watson shared that both auditors and the agency bank reviewed the agreement and noted that the risk to the agency is minimal. Ms. Watson noted that this partnership is already beneficial to the agency through the University Parks Apartment project.

Ms. Watson also stated the most important concern is that funds are distributed to those in need, and not viewed as a way for the agency to profit.

Mr. Taylor noted that there are indemnification clauses that fall on the city, this is separate from the admin costs.

Ms. Watson shared that she doesn't see these funds as something the agency should try to maximize return on due to the fact that the initial amount funded still doesn't cover community needs, and that these funds are not the same as developer funds in that any money the agency recoups from this agreement takes funds directly from housing programs.

Vice Chair Vila shared that she is a proponent for finding ways to make the housing authority more money, however this is an opportunity to be a conduit without risk.

Chair Donnelly Tzul noted that this topic was addressed in a previous boarding meeting.

Ms. Watson provided additional context that this has been an intense amount of work over the past few weeks and the work between legal departments on the structure of this has made it so many questions could not have been answered prior to the June Board meeting. Ms. Watson shared that as a public body the timing of when information can be released to the community is a restriction. She emphasized that this agreement is a low risk to the agency and a benefit to the community.

Chair Donnelly Tzul noted that due to extensive conversation, it would be appropriate to move to a vote.

Commissioner Flaherty moved to approve BCHA Resolution No. 1-2024, a Resolution approving a Charitable Donation and Partnership Agreement By and Between the City of Boise City and the Boise City Housing Authority. Commissioner Paulsen seconded the motion.

A roll call vote was taken.

Chair Donnelly Tzul	Aye
Vice Chair Vila	Aye
Commissioner Jacobs	Nay
Commissioner Paulsen	Aye
Commissioner Flaherty	Aye

The motion was passed by roll call vote.

D. Supporting Housing Investment Fund (SHIF) with Idaho Community Foundation

Commissioner Flaherty moved to approve BCHA Resolution No. 2-2024, a Resolution approving a Charitable Donation Agreement By and Between Boise City Housing Authority and Idaho Community Foundation, Inc. Commissioner Paulsen seconded the motion.

A roll call vote was taken.

Chair Donnelly Tzul	Aye
Vice Chair Vila	Aye
Commissioner Jacobs	Nay
Commissioner Paulsen	Aye
Commissioner Flaherty	Aye

The motion was passed by roll call vote.

E. Parks Apartment Discussion

Ms. Watson reported that the City of Boise owns the University Park Apartments and plans to convert them into housing for individuals at risk of homelessness, including wraparound services. The City will retain land ownership, and donate the property to BCACHA. BCACHA will sell the property (excluding the land) to a developer at a price yet to be determined. BCACHA will decide how to use those proceeds.

Mr. Taylor added that the sale will be structured with a ground lease and seller carry with interest, allowing BCACHA to earn income without incurring sale costs. CSG is reviewing the project's proforma.

Ms. Watson mentioned that services for residents will likely be contracted out, and project-based vouchers are a possibility but not yet included in the proformas. Developers will apply for 9% tax credits in August, requiring site control documentation approved by various parties. CSG has reviewed early proformas, and Northwest Capital Property Corporation is the developer. Board approval will be needed in July.

F. Y Project and Workforce Housing discussion

Ms. Watson shared that there is a development being discussed that would rebuild the downtown Boise YMCA to include workforce housing. The developer has been in touch with BCACHA to discuss options to engage in this process. The developer has also been in touch with the city to see if there are options to step in to assist with funding. BCACHA's role would be in an ownership capacity as this would alleviate the tax concerns associated with the project. The project is being reviewed to see if the income limits for the project as proposed would be within statutory

requirements for BCACHA's participation. Ms. Watson shared that in the mid 1990's, there was a similar income range project for the agency with the Hobbler place project. This would not be permanent supportive housing, and instead would look at affordable housing for those employed in the downtown community. Mr. Taylor noted there is the benefit of the tax-exempt status with BCACHA as owner, and that a public housing authority has the ability to issue tax exempt bonds. Ms. Watson noted that the agency would own around 230 apartments under the agreement as it is currently proposed.

Mr. Taylor noted that the risk has not yet been addressed as statute needs to be reviewed first. Additionally, Mr. Taylor noted that until all partners are determined, it is difficult to truly determine risk. Ms. Watson noted that there will likely be a need for board approval related to this project in the coming months. She also shared that the developer would be the asset manager for the project. Chair Donnelly Tzul noted that board members may send their questions to Mallory VanDercar.

Commissioner Paulsen motioned to Adjourn the meeting at 6:38 p.m.

Documents provided as part of this meeting include:

- BCACHA 5/8/2024 Board Minutes
- Executive Director Update Memo
- Funding Report
- Donation and Partnership Agreement – City of Boise and BCACHA
- BCHA Resolution No. 1-2024 – Resolution approving SHIF Agreement (City)
- Donation Agreement and ICF and BCACHA
- BCHA Resolution No. 2-2024

Respectfully submitted,

Deanna L. Watson, Executive Director



Julianne Donnelly Tzul, Chair



