

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, July 10, 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 June 12, 2024 (ACTION ITEM)

III. REPORTS

- A. Chairman's Report
- B. Executive Director's Report

IV. BUSINESS

1. Consideration of Park Apartments Project (ACTION ITEM)
2. Consideration of ACHA Resolution No. 01-2024 – Approving the Public Housing Agency Annual Plan for Ada County Housing Authority (ACTION ITEM)
3. Consideration of BCHA Resolution No. 03-2024 – Approving the Public Housing Agency Annual Plan for Boise City Housing Authority (ACTION ITEM)
4. Consideration of ACHA Resolution 02-2024 – Approving the Five-Year Rolling Capital Funds Program and Annual Review for Ada County Housing Authority (ACTION ITEM)
5. Consideration of BCHA Resolution 04-2024 – Approving the Five-Year Rolling Capital Funds Program and Annual Review for Boise City Housing Authority (ACTION ITEM)
6. Consideration of ACHA Resolution 03-2024 – Approving the Admissions and Continued Occupancy Plan (ACOP) Revisions for the Ada County Housing Authority (ACTION ITEM)

7. Consideration of BCHA Resolution 05-2024 – Approving the Admissions and Continued Occupancy Plan (ACOP) Revisions for the Boise City Housing Authority (ACTION ITEM)
8. Consideration of ACHA Resolution 04-2024 - Approving the Housing Choice Voucher (HCV) Administrative Plan Revisions for the Ada County Housing Authority (ACTION ITEM)
9. Consideration of BCHA Resolution 07-2024 - Approving the Housing Choice Voucher (HCV) Administrative Plan Revisions for the Boise City Housing Authority (ACTION ITEM)
10. Consideration of the Approval to extend of the Eide Bailly and BCHA Agreement (ACTION ITEM)

V. ADJOURNMENT

Related agenda documents are available for public review by visiting:

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

Zoom access:

Webinar ID: **840 2565 9258**

Passcode: **674215**

Please click the link below to join the webinar:

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Passcode: 674215

Or One tap mobile :

+12532050468,,84025659258#,,,,*674215# US

+12532158782,,84025659258#,,,,*674215# US (Tacoma)

Or Telephone:

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

+1 253 205 0468 US

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

MEETING OF THE BOARD OF
COMMISSIONERS AND DIRECTORS

TIME AND PLACE OF MEETING:

Chair Julianne Donnelly Tzul called the meeting to order at 4:02 p.m., on Wednesday, July 10, 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 Commissioner Tim Flaherty (via Zoom), Commissioner Buffy Jones, Commissioner Marty Jacobs, Commissioner Krista Paulsen (via Zoom), Ex-Officio Commissioner Kathy Corless

Commissioners absent: None

Others present: Ada County Deputy Attorney Nichole Solberg, Ada County Deputy Attorney Ammon Taylor, City Attorney Ed Jewell, City Attorney Christine Dodd, Executive Director Deanna Watson, Deputy Director Jillian Patterson, Finance Director Diana Meo, Senior Accountant Annette Sampson, IT and Operations Administrator Ron Barstow, Housing Operations and Asset Manager Marissa Henderson, Housing Choice Supervisor Anne Pridmore, Supportive Housing Programs Supervisor Laura Williams, CSG Vice President Adam Cray (via Zoom), CSG Founder and Principal Gene Slater (via Zoom), Director of Housing and Homeless Policy Nicki Hellenkamp, and Administrative Services Manager Mallory VanDercar

II. CONSENT AGENDA

Commissioner Vila moved that the board approve the Consent Agenda. Commissioner Rock seconded the motion. A roll call vote was taken:

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

The motion passed by roll call vote.

III. REPORTS

A. Chairman's Report

Chair Donnelly Tzul began the meeting by noting that due to the quantity of actions items scheduled for the July meeting, the monthly report on properties and report on programs were removed from the agenda.

Ms. Donnelly Tzul also addressed the previous discussion related to when action items are brought to the Board, highlighting the fact that there is an effort to be as transparent as possible, while still honoring agreements, confidentiality, and the speed at which business decisions can be made. She also remarked that there is also an expectation that respect, and professionalism be maintained in meetings, even during points of disagreement.

Ms. Donnelly Tzul noted that in relation to Parks Apartments, there is more information related to how vendors are chosen for the City's preferred vendor list that was provided in the Board Packet and will be discussed later in this Board meeting.

She also shared that there will be a Special Board Meeting in July and reviewed the Commissioner's availability to attend.

Ms. Donnelly Tzul introduced Christine Dodd, a new attorney with the City of Boise who will be working with BCACHA.

B. Executive Director's Report

Executive Director Deanna Watson asked if there were any questions from her written report, no questions were brought forward. Ms. Watson noted that the Section 8 waiting list closed at the end of June and is being reviewed for any duplicate applicants and then will be placed through the lottery in early August.

Ms. Watson addressed BCHA and ACHA's shortfall status, noting that area rents have increased significantly, meaning the amount of funding required for each household has increased, creating a shortfall of funding. One out of every three housing authorities in the nation are in a shortfall status. To work through this, HUD has assessed the agency to investigate cost savings measures, and the agencies are implementing HUD's recommendations.

Ms. Vila asked if other sources of revenue could be used to fund Section 8 programming.

Ms. Meo noted that while you can use other sources of funding for HAP, this would result in the housing authority funding the voucher. It is recommended to be cautious about taking this action, as it can result in a reduction of funding from HUD.

IV. BUSINESS

A. Consideration of Park Apartments Project (ACTION ITEM)

Ms. Watson reported on the Park Apartments (potentially to be named Sherwood Apartments) project. The City of Boise purchased this property from Boise State University and selected Northwest Real Estate Capital Corporation as the developer to rehab these apartments into supportive housing for families at risk of homelessness. The proposed agreement is that BCHA will function as the conveyor of the property to the developer without an ownership role, an action that will occur on the same day. This project aims to create forty-six housing units for households at risk of homelessness which both is an incredible asset to the community and reflects each partner's shared vision in reducing homelessness and providing supportive services to those in need.

Conversation related to the Parks Apartment Project included discussion related to the following topics:

Legal Structure:

Mr. Taylor outlined the legal structure involving a donation agreement with the City and the conveyance of improvements to Northwest Real Estate Capital Corporation. The Special July Board meeting will aim to approve these agreements before the developer's tax credit submission in August.

Risk and Financial Options:

CSG Advisor Adam Cray explained that their review aimed to reduce risk to the authority and provide financial options, concluding that a commercial first model is preferable over ownership.

City's Role and Vendor Selection:

Ms. Hellenkamp discussed the City's goals for supportive housing and the process of selecting Northwest Real Estate as the developer, emphasizing their experience with similar projects and the City's enthusiasm for furthering partnership with BCACHA.

Discussion and Clarifications:

Commissioners asked about the City's process, the agreement structure, and potential risks, with Ms. Watson, Mr. Taylor, Mr. Cray, Mr. Slater, and Ms. Hellenkamp providing clarifications.

Vice Chair Katie Vila left the meeting at 5:08 p.m.

B. Consideration of ACHA Resolution No. 01-2024 – Approving the Public Housing Agency Annual Plan for Ada County Housing Authority (ACTION ITEM)

Deputy Director Jillian Patterson explained the annual and five-year plans, noting community feedback received from Resident Advisory Board's and a public hearing. She shared that most of the revisions being addressed in this year's plans relate to nondiscretionary changes, particularly as it relates to the Housing Opportunity through Modernization Act (HOTMA).

Commissioner Rock moved that the board approve ACHA Resolution 01-2024 – Approving the Public Housing Agency Annual Plan for Ada County Housing Authority Commissioner Jacobs seconded the motion. A roll call vote was taken:

Chair Donnelly Tzul	Aye
Commissioner Jacobs	Aye
Commissioner Paulsen	Aye
Commissioner Jones	Aye
Commissioner Flaherty	Aye
Commissioner Rock	Aye

The motion passed by roll call vote.

C. Consideration of BCHA Resolution No. 03-2024 – Approving the Public Housing Agency Annual Plan for Boise City Housing Authority (ACTION ITEM)

Commissioner Rock moved that the board approve BCHA Resolution 03-2024 – Approving the Public Housing Agency Annual Plan for Boise City Housing Authority. Commissioner Jones seconded the motion. A roll call vote was taken:

Chair Donnelly Tzul	Aye
Commissioner Jacobs	Aye
Commissioner Paulsen	Aye
Commissioner Jones	Aye
Commissioner Flaherty	Aye
Commissioner Rock	Aye

The motion passed by roll call vote.

D. Consideration of ACHA Resolution 02-2024 – Approving the Five-Year Rolling Capital Funds Program and Annual Review for Ada County Housing Authority (ACTION ITEM)

Commissioner Rock moved that the board approve ACHA Resolution 02-2024 – Approving the Five-Year Rolling Capital Funds Program and Annual Review for Ada County Housing Authority. Commissioner Jones seconded the motion. A roll call vote was taken:

Chair Donnelly Tzul	Aye
Commissioner Jacobs	Aye
Commissioner Paulsen	Aye
Commissioner Jones	Aye

G. Consideration of BCHA Resolution 05-2024 – Approving the Admissions and Continued Occupancy Plan (ACOP) Revisions for the Boise City Housing Authority (ACTION ITEM)

Commissioner Rock moved that the board approve BCHA Resolution 05-2024 – Approving the Admissions and Continued Occupancy Plan (ACOP) Revisions for the Boise City Housing Authority. Commissioner Jones seconded the motion. A roll call vote was taken:

Chair Donnelly Tzul	Aye
Commissioner Jacobs	Aye
Commissioner Paulsen	Aye
Commissioner Jones	Aye
Commissioner Flaherty	Aye
Commissioner Rock	Aye

The motion passed by roll call vote.

H. Consideration of ACHA Resolution 04-2024 - Approving the Housing Choice Voucher (HCV) Administrative Plan Revisions for the Ada County Housing Authority (ACTION ITEM)

Commissioner Rock moved that the board approve ACHA Resolution 04-2024 – Approving the Housing Choice Voucher (HCV) Administrative Plan Revisions for the Ada County Housing Authority. Commissioner Jones seconded the motion. A roll call vote was taken:

Chair Donnelly Tzul	Aye
Commissioner Jacobs	Aye
Commissioner Paulsen	Aye
Commissioner Jones	Aye
Commissioner Flaherty	Aye
Commissioner Rock	Aye

The motion passed by roll call vote.

I. Consideration of BCHA Resolution 07-2024 - Approving the Housing Choice Voucher (HCV) Administrative Plan Revisions for the Boise City Housing Authority (ACTION ITEM)

Commissioner Rock moved that the board approve BCHA Resolution 07-2024 – Consideration of BCHA Resolution 07-2024 - Approving the Housing Choice Voucher (HCV)

Administrative Plan Revisions for the Boise City Housing Authority. Commissioner Jones seconded the motion. A roll call vote was taken:

Chair Donnelly Tzul	Aye
Commissioner Jacobs	Aye
Commissioner Paulsen	Aye
Commissioner Jones	Aye
Commissioner Flaherty	Aye
Commissioner Rock	Aye

The motion passed by roll call vote.

J. Consideration of the Approval to extend of the Eide Bailly and BCHA Agreement (ACTION ITEM)

Senior Accountant Annette Sampson shared that in 2022 the agency underwent a request for proposal for audit services, and selected Eide Bailly in that process. In the agreement there is the ability to extend the agreement in one-year increments. Ms. Sampson noted that there is a cost increase in the next fiscal year as there will be a conversion of auditing documents from TenMast to YARDI and reviewing both systems for information. She highlighted that this would be a cost the agency incurred with any auditor, and noted the advantage of continuing to collaborate with an auditor that is familiar with the agency's systems and records, especially amidst a software conversion. She also shared that the regular expenses related to this agreement increased, which is to be expected. The estimated total is around \$100,000.00. Ms. Watson noted the agency does receive a discounted rate from Eide Bailly for their services, and Eide Bailly has a proven history with housing authorities. The annual cost for services from Eide Bailly covers seven audits and two tax returns.

Commissioner Jacobs moved that the board Approval to extend of the Eide Bailly and BCHA Agreement. Commissioner Jones seconded the motion. A roll call vote was taken:

Chair Donnelly Tzul	Aye
Commissioner Jacobs	Aye
Commissioner Paulsen	Aye
Commissioner Jones	Aye
Commissioner Flaherty	Aye
Commissioner Rock	Aye

The motion passed by roll call vote.

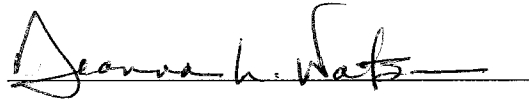
Commissioner Rock motioned to Adjourn the meeting at 5:33 p.m.

Documents provided as part of this meeting include:

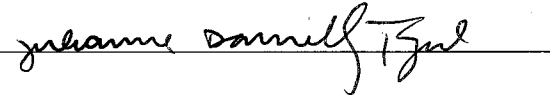
- BCACHA 6/12/2024 Board Minutes
- Executive Director Update Memo
- Funding Report
- Extension of Eide Bailly Agreement
- Boise City / Ada County Housing Authorities Admin and ACOP Plan Updates
- ACHA Resolution 01-2024
- ACHA Resolution 02-2024
- ACHA Resolution 03-2024
- ACHA Resolution 04-2024
- BCHA Resolution 03-2024
- BCHA Resolution 04-2024
- BCHA Resolution 05-2024
- BCHA Resolution 07-2024

Respectfully submitted,

Deanna L. Watson, Executive Director

Handwritten signature of Deanna L. Watson in black ink, written over a horizontal line.

Julianne Donnelly Tzul, Chair

Handwritten signature of Julianne Donnelly Tzul in black ink, written over a horizontal line.