

## 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, October 11, 2023 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 September 13, 2023 (ACTION ITEM)
- \*2. Financial Statements thru the Period Ended August 31, 2023 (ACTION ITEM)

#### III. REPORTS

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

#### IV. BUSINESS

- A. Moore Street Property Update
- B. Discussion on Housing Authority request for assistance

#### V. ADJOURNMENT

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

Limited seating is available at Boise City / Ada County Housing Authorities. Virtual attendance is strongly encouraged by joining through the Zoom link below:

Topic: BCACHA Board Meeting – October 11, 2023

Time: Oct 11, 2023 04:00 PM Mountain Time (US and Canada)

Please click the link below to join the webinar:

[https://us06web.zoom.us/j/82558554467?pwd=kDvPT1EkXEszqermf -  
VPVx8H8Tg.6yVFLxG1BF4G3CtS](https://us06web.zoom.us/j/82558554467?pwd=kDvPT1EkXEszqermf-VPVx8H8Tg.6yVFLxG1BF4G3CtS)

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+1 301 715 8592 US (Washington DC)

+1 305 224 1968 US

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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**

**October 11, 2023**

**TIME AND PLACE OF MEETING:**

Chairman Julianne Donnelly Tzul called the meeting to order at 4:05 p.m., on Wednesday, October 11, 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, Vice Chairman Katie Vila, Commissioner Kent Rock, Commissioner Tim Flaherty, Commissioner Amanda Ryan, Commissioner Paige Doyle, Commissioner Buffy Jones (via Zoom)

**Commissioners absent:** Ex-Officio Commissioner Colin Nash

**Others present in person and via Zoom:** Executive Director Deanna Watson, Ada County Deputy Attorney Nichole Solberg, Ada County Deputy Attorney Ammon Taylor, Boise City Deputy Attorney Tyler Powers, Deputy Executive Director Jillian Patterson, Finance Director Diana Meo, IT and Operations Administrator Ron Barstow, Senior Staff Accountant II Annette Sampson, Housing Operations and Asset Manager Marissa Henderson, Krista Paulsen and Ann Upchurch

**II. CONSENT AGENDA**

**Commissioner Rock moved that the board approve the Consent Agenda, with the understanding that the minutes of September 9, 2023 were corrected for minor spelling and grammatical errors, and that the vote be by roll call. Commissioner Doyle seconded the motion.**

**A roll call vote was taken.**

Chairman Donnelly Tzul	Aye
Vice Chairman Katie Vila	Aye
Commissioner Rock	Aye
Commissioner Flaherty	Aye
Commissioner Ryan	Aye
Commissioner Doyle	Aye
Commissioner Jones	Aye

**The motion passed by roll call vote.**

### **III. REPORTS**

#### **A. Chairman's Report**

Chairman Donnelly Tzul welcomed new Commissioner Buffy Jones and stated that she will do a more formal introduction at next month's meeting, when Commissioner Jones can attend in person.

Commissioner Paige Doyle announced that she has recently purchased a new home and has moved to Canyon County. As such, she is ineligible to continue her term as BCACHA commissioner and is resigning at this time. Commissioner Amanda Ryan also mentioned that her term is ending at the end of October, and that the City has appointed a new Commissioner for her seat. Chairman Donnelly Tzul thanked both ladies for their service on the board.

Ms. Donnelly Tzul mentioned that there are indications of softening in the housing market and this has led to more property owners being open to accepting voucher holders as tenants.

#### **B. Executive Director's Report**

Executive Director Deanna Watson reported that she sits on the Professional Resource Committee for Allumbaugh House, Boise's subacute detox facility. This committee, along with the Joint Powers Entity, annually reviews the operating agreement. As the owners of the property, the Boise City Housing Authority negotiates a new lease amendment in this process. The lease amendment is awaiting approval and will be executed soon with an anticipated 5% rent increase.

Ms. Watson said that the agency has recently hired a new front-desk staff member, Becca Brown.

Also, she and Deputy Director Jillian Patterson recently met with several landlord and property management groups with the purpose of presenting and taking questions regarding the recently passed city ordinance which prohibits the value of a voucher to be removed as a source of income for applicants. They determined that there was a lot of curiosity and need for clarification which she and Ms. Patterson were able to provide. Following the meeting, Ms. Watson has received emails from several attendees, stating their intention to rent to voucher holders.

She and Ms. Patterson also met with the Idaho Association of Counties and were able to make a presentation regarding state statutes providing the establishment of local housing authorities. There was a good deal of interest and there may be follow-up opportunities.

Ms. Watson reminded the board that she has been serving on the board of the Terry Reilly Health Services and is now the vice chairman of the board. This position may require travel on her part, which would likely take place in the beginning of 2024.

Also, recently the housing authority has received a copy of a complaint that was filed with HUD against BCHA. The complaint alleges discrimination due to processes that the housing authority undertook after a recent fire and remediation at one of our public housing communities. There will now be reporting requirements and other processes that the agency will need to undertake.

### **C. Report on Properties**

Housing Operations and Asset Manager Marissa Henderson reported on the progress of the fire restoration and remediation project. As of this week, all residents are back in their homes. There were 30 units affected, 15 of which required relocation efforts. Damages are estimated at approximately \$425,000. This event did not affect insurance premiums for the coming year, but it is possible they may be affected in the future.

### **D. Report on Programs**

Ms. Patterson presented the first quarterly summary report on the Family Self-Sufficiency program. The summary included the amount of escrow dispersed to participants, the average escrow balance, new enrollments, the number of recent graduates, a graduate spotlight and upcoming workshops. Currently, there are 158 participants in the program.

Ms. Patterson also informed the board as to the progress of the Yardi software conversion. Also, her department is working on the single audit process with auditors Eide Bailly. Other audits will continue through the year and into early 2024.

Ms. Watson summarized her presentation to the Idaho Association of Counties, and provided the slide presentation for the board. This gave the history of affordable housing efforts at the national level beginning in 1917 through and including on-going efforts nationally, and on the state level and local levels. There was some discussion on the capability of the housing authority to issue bonds, including past projects where the agency has taken this approach. This is one of the considerations that emphasizes the need for the housing authority to seek a financial advisor. This will require a bid process and Ms. Watson is working on the RFP.

## **IV. BUSINESS**

### **A. Moore Street Property Update**

Ms. Watson has been in contact with Edlen & Co, which is still at an impasse regarding the \$5 million gap in funding on the Moore Street project. Discussions have also included other projects that Edlen is involved in, and discussion of bond issuance possibilities.

### **B. Discussion on Housing Authority request for assistance**

Ms. Watson informed the board of an inquiry she received regarding a small housing authority in southern Idaho. This agency has but one staff person and things have fallen off regarding efficiencies. Their board has solicited proposals from other housing authorities for consulting and stabilization services. Her purpose at this time is to make the board aware that she and other key staff members are considering the agency's capacity to help. She is waiting to hear more on the scope and responsibilities of the request as they are defined.

Additional discussion centered on the current stress and capacity levels of BCACHA staff. Ms. Watson mentioned anticipated and on-going staff support efforts. The ending of the ERAP program has provided some pressure release, and space is now less confined, allowing more

staff-training and support activities. Time and resources are being redirected toward staff morale, and time will also be needed to evaluate the benefits and effectiveness of these efforts.

**V. ADJOURNMENT**

There being no further business, the meeting was adjourned at 5:22 p.m.

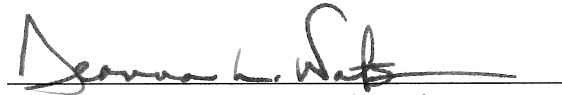
Documents provided as part of this meeting include:

BCACHA 9/13/2023 Board Minutes

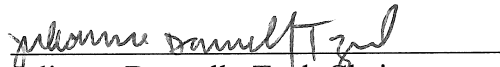
BCACHA 9/13/2023 Corrected Board Minutes

Financial Statements for the period ended August 31, 2023

Respectfully submitted,



Deanna L. Watson, Executive Director



Julianne Donnelly Tzul, Chairman