

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, December 8, 2021 – 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, November 10, 2021 (ACTION ITEM)

III. REPORTS

- A. Chairman's Report
- B. Executive Director's Report
- C. Report on Properties (included in Executive Director's Report)
- D. Report on Programs (included in Executive Director's Report)

IV. NEW BUSINESS

- A. Presentation on City Housing Initiatives - Maureen Brewer, Boise City HCD Senior Manager
- B. Consideration of BCHA Resolution No. 11-2021 – A Resolution of the Board of Commissioners of the Boise City Housing Authority Approving Agreement Between the City of Boise, and Boise City Housing Authority for Emergency Rental Assistance Two (2) Program Funds (ACTION ITEM)
- C. Consideration of ACHA Resolution No. 9-2021 – A Resolution of the Board of Commissioners of the Ada County Housing Authority Approving a Subgrant Agreement

Between Ada County and Ada County Housing Authority for User of Emergency Rental Assistance Funds (ERA2) (ACTION ITEM)

- D. Discussion on Ada County Commissioners' Supportive Housing Initiatives
- E. Discussion on BCACHA Commissioners' Shared Leadership Roles (ACTION ITEM)

V. UNFINISHED BUSINESS

- A. Emergency Rental Assistance Program (ERAP) Update (included in Executive Director's Report)
- B. Moore Street Property Development Update

VI. 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:

When: Dec 8, 2021 04:00 PM Mountain Time (US and Canada)

Topic: BCACHA - Meeting of the Board of Commissioners and Directors

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/84098989247?pwd=cFpWcTRkWWU4R2Z3dGNDV2ZGK0d4QT09>

Passcode: 891489

Or One tap mobile:

US: +13462487799,84098989247#,,,,*891489# or
+16699006833,,84098989247#,,,,*891489#

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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**

December 8, 2021

TIME AND PLACE OF MEETING:

Chairman Raquel Guglielmetti called the meeting to order at 4:07 p.m., on Wednesday, December 8, 2021. 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 Raquel Guglielmetti, Commissioner Kent Rock

Commissioners Present via Zoom: Vice Chairman Julianne Donnelly Tzul, Commissioner Shellan Rodriguez, Commissioner Jaime Hansen, Commissioner Tiffany McKee, Ex-Officio Commissioner Elaine Clegg

Commissioners Absent: Commissioner Jennifer Seamons

Others Present: Executive Director Deanna Watson, Boise City Deputy Attorney Mary Grant, Ada County Deputy Attorneys Ammon Taylor and Andrew Jenkins, Boise City Senior Manager of Housing and Community Development Maureen Brewer, City of Boise Housing Manager Anna Drennen, Our Path Home Manager Casey Mattoon, Boise Mayor's Housing Advisor Nicki Olivier Hellenkamp (via Zoom), IT & Operations Administrator Ron Barstow, Deputy Director Jillian Patterson (via Zoom), Finance Director Diana Meo, Construction Manager Ben Duke, Housing Operations Manager Donna DeThorne (via Zoom), Senior Staff Accountant II Annette Sampson (via Zoom), Executive Assistant Ann Upchurch

II. CONSENT AGENDA

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

A roll call vote was taken.

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

The motion passed by roll call vote.

III. REPORTS

A. Chairman's Report

There was no report from the chairman.

B. Executive Director's Report

The Executive Director's report was included in her written monthly briefing.

C. Report on Properties

The report on properties was included in the Executive Director's written monthly briefing.

D. Programs

The report on programs was included in the Executive Director's written monthly briefing.

IV. NEW BUSINESS

A. Presentation on City Housing Initiatives – Maureen Brewer, Boise City HCD Senior Manager

Ms. Brewer presented a Power Point program on the city's housing initiatives. This presentation included a current snapshot of apartment rents in Boise, average apartment size, and how rents have increased over the last 12 months. When this was compared to the increase in wages over the same time-period, the report offered a stark analysis of the dire state of affordable housing in Boise. Ms. Clegg mentioned that transportation costs also factor into the affordability of housing if residents have to move farther out of employment centers to find more affordable housing.

The city is investigating possible roles of the housing authority in the current housing landscape. They had been looking at the Moore Street property, but understand that a re-zone would be necessary to get more density. The property on Allumbaugh is more likely to yield affordable housing opportunities in the nearer future. Ms. Watson stated that she would share with Anna Drennen the report that the housing authority received from architect Jim Glancey, regarding increasing density on the Moore Street site.

Vice Chairman Donnelly Tzul suggested that the agency's development committee consider including a member of city staff as proposals are drafted.

B. Consideration of BCHA Resolution No. 11-2021 – A Resolution of the Board of Commissioners of the Boise City Housing Authority Approving Agreement Between the City of Boise, and Boise City Housing Authority for Emergency Rental Assistance Two (2) Program Funds

Mr. Taylor provided background on the new contracts from the city and the county regarding the administration of the second disbursements of emergency rental assistance funds, ERA2. There are some minor differences, but the program will serve the same purpose in the community, to assist eligible households with their rent.

Commissioner Hansen moved that the Board approve BCHA Resolution No. 11-2021 – A Resolution of the Board of Commissioners of the Boise City Housing Authority Approving Agreement Between the City of Boise, and Boise City Housing Authority for Emergency Rental Assistance Two (2) Program Funds. Commissioner McKee seconded the motion.

A roll call vote was taken.

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

The motion passed by a roll call vote.

C. Consideration of ACHA Resolution No. 9-2021 – A Resolution of the Board of Commissioners of the Ada County Housing Authority Approving a Subgrant Agreement Between Ada County and Ada County Housing Authority for Use of Emergency Rental Assistance Funds (ERA2)

Commissioner Hansen moved that the Board approve ACHA Resolution No. 9-2021 – A Resolution of the Board of Commissioners of the Ada County Housing Authority Approving a Subgrant Agreement Between Ada County and Ada County Housing Authority for Use of Emergency Rental Assistance Funds (ERA2). Commissioner McKee seconded the motion.

A roll call vote was taken.

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

The motion passed by a roll call vote.

D. Discussion on Ada County Commissioners' Supportive Housing Initiatives

Ms. Watson reported that on December 20 she will be meeting with the Ada County Commissioners regarding ideas for the redirecting of funds previously provided to the "Housing First" project, known as New Path. The county wants to find a broader purpose for \$200,000 that they have set aside for supportive services. They are also looking at the property at Allumbaugh

as a potential site for supportive housing. Vice Chairman Donnelly Tzul asked that the board be presented with a summary after the meeting with the commissioners.

E. Discussion on BCACHA Commissioners' Shared Leadership Rolls

The board discussed in depth the possibility of modifying the agency's by-laws to provide for additional leadership rolls. Commissioner Hansen stated that her position was to look for a way for the board to develop a more clearly defined succession plan and for the opportunity of additional commissioners to be more engaged in the executive committee as it sets the monthly agenda. Mr. Taylor said that he would review the by-laws as it pertains to the Secretary/Treasurer role and to see if there is a way to separate roles more clearly and to correct or clarify the duties of the positions. Concerns about adding a co-chair and a co-vice chair position include how to accommodate open meeting laws, and what would happen if the two co-chairs did not agree on an item. Commissioner Rodriguez said that she felt there has been little turn-over in the executive committee recently, and wonders if there is some way to accommodate more flexibility in the board while understanding the time restraints felt by everyone. Commissioner Rock said that in the past there has been a third commissioner attending the executive committee meetings and that he would be in favor of that. He also reminded the board that every November brings elections and the opportunity for new commissioners to step forward into leadership rolls. This year, there was a specific push for nominations, particularly self-nominations from commissioners who wished to take on the chair or vice chair rolls, and he was pleased when Vice Chairman Donnelly Tzul was elected.

It was discussed that one of the ways the board has attempted to bring in more involvement and flexibility was in the establishment of advisory committees. Chairman Guglielmetti said that one committee that has not been established yet is one at the policy level of the agency. The idea was to establish a committee that would be more involved in working with staff to help set some of the more high-level goals for the organization. She also mentioned that a workshop, perhaps a half-day event, would help commissioners focus on the programs, how they are managed and impact the community. Commissioner training would also benefit the board and agency as a whole, with perhaps an in-person training.

At 5:36 p.m., Commissioner Hansen left the meeting.

Ms. Watson reminded the board that any board member has the authority to request something to be placed on the agenda. The important thing to remember, however, is timing of such requests. Agenda items need to be requested by the end of the month, preceding the next board meeting, so that the executive committee has time to incorporate the request into the agenda.

It was decided that this item would be included for further discussion at the January board meeting.

V. UNFINISHED BUSINESS

A. Emergency Rental Assistance Program (ERAP) Update

Ms. Watson stated that Idaho Housing and Finance Association had recently met with the Department of the Treasury regarding the recapturing of ERAP 1 funds. There will be \$33 million recaptured and it is the priority of Treasury to keep the funds within the state. Since BCACHA is the only other entity administering these funds in Idaho, the agency expects to receive a reallocation.

B. Moore Street Property Development Update

Commissioner Rodriguez feels that there will need to be a special board meeting to bring the RFP to completion. Mr. Taylor said that he felt he would have time to review that status of the draft and have a response back to the agency by the end of the week. The current effort is to locate supportive documents and to finalize the form and platform for receiving and reviewing proposals. Commissioner Rodriguez asked if the board could approve the RFP in a final draft form without all the exhibits, pending a title commitment. Mr. Taylor agreed that this would be fine. Final discussion included the likely need for the development committee to meet once more before the special board meeting, to review a final draft by the week of December 20. Ms. Upchurch will suggest dates and times for the special board meeting with a request from Chairman Guglielmetti that it be a time all board members can attend. With prior review of the document, that meeting should not be long.

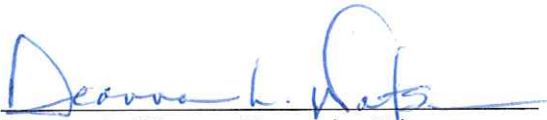
ADJOURNMENT

There being no further business, the meeting was adjourned at 6:12 p.m.

Documents provided as part of this meeting include:

- BCACHA Annual Board Meeting Minutes of November 1, 2021**
- Executive Director’s Board Update – December 6, 2021**
- Memorandum – Conclusion of Operating Fund Lawsuit**
- CSH – Summary Report and Recommendations: Five-Year Supportive Housing Pipeline of November 2021**
- BCHA Resolution No. 11-2021**
- ACHA Resolution No. 9-2021**
- Terry Reilly Letter to Ada County Commissioners – November 18, 2021**
- ERAP Update of December 8, 2021**

Respectfully submitted,


Deanna L. Watson, Executive Director


Raquel Guglielmetti, Chairman