

**BOULDER HOUSING PARTNERS**  
**Meeting of the Board of Commissioners**  
**February 12, 2020 9:00 a.m.**  
**4800 Broadway, Boulder, CO 80304**

Commissioner Soraci	Jeremy Durham	Others Present:
Commissioner Harris	Jodi Bogen	Julie Schoenfeld
Commissioner Adams	René Brodeur	Alla Rushton
Commissioner Griffin	Laura Sheinbaum	Adam Swetlick
Commissioner Klerman	Tim Beal	Shelly Bobbins
Commissioner Levy	Karen Kreutzberg	Bill Rigler
Commissioner McCord	Karin Stayton	
Commissioner Walker	Ian Swallow	
Commissioner Wallach	Melissa McGinley	
	Jason Acuña	

**I. Call to order and Determination of a Quorum**

Commissioner Soraci called the meeting of the Board of Commissioners to order at 9:05 a.m. A quorum was declared.

**II. Oath of Office: Mark Wallach**

Mark Wallach was sworn into office and he gave a brief introduction of his professional background.

**III. Public Participation**

Alla Rushton stated that her Housing Choice Voucher was wrongfully denied. Ms. Rushton stated that there was miscommunication regarding her income, assets, and child custody, and was told that she would need to re-apply for the lottery during the next opening. BHP staff will review the documentation that Ms. Rushton provided and will contact her.

Adam Swetlick, City of Boulder Council Member, said that he has been closely following Ms. Rushton's situation. Mr. Swetlick said that he wants to make sure affordable housing is scalable and can provide services needed. As a City Council member, he wants to make sure that we don't only provide housing, but help people navigate a tough system as well.

Commissioner McCord asked if Jeremy could give an update about the changes we have made as a Moving to Work (MTW) Housing Authority over the past few years. Jeremy stated that:

- BHP has simplified the certification paperwork procedure for individuals and families living in our apartment homes making the process more practical for everyone involved.
- We have simplified and streamlined the rent and escrow calculations for participants of the Family Self-Sufficiency (FSS) Program at Woodlands.
- We have worked with Boulder County and the City of Longmont to keep payment standards in line with each other's processes.
- We have lowered late fee payments substantially for residents.
- We now allow dogs in the majority of properties.
- We made rent payment more accessible for residents, including online through RentCafé, at King Soopers, ACH, or payment at the main BHP office or property.
- We are also looking to partner with other organizations to better assist our residents in

navigating all of the programs and services available to them.

Commissioner Wallach asked about the point of entry for someone applying to the Housing Choice Voucher (HCV) program. Jeremy said that we opened the lottery on 2/11/2020. We implemented a new process of opening the lottery three times a year, which allows for people to meet needs sooner. We don't income qualify people when they first apply as it is not respectful of their time to income qualify from the beginning. When a person's lottery number is called, the HCV team schedules a one on one meeting with them to go through the necessary documentation and answer any questions they may have.

Shelly Bobbins, a resident from Foothills Community, stated that there are numerous services in the City of Boulder; however, it is difficult to navigate. Often, phone calls are not returned, individuals are referred to other organizations, and they are expected to fill extensive forms with personal information without guarantee of assistance.

Commissioner McCord said that she advocates that the BHP Board have someone on the board that lives in BHP housing.

#### **IV. Approval of the Meeting Minutes**

Consent agenda items approved:

1. Minutes from 12-11-2019

**COMMISSIONER MCCORD MOVED TO APPROVE THE MINUTES FROM 12-11-2019.**

**COMMISSIONER WALKER SECONDED THE MOTION.** The motion to approve the minutes passed unanimously.

#### **V. Finance and Operations Update**

##### Financial Report

Jodi Bogen gave an overview of the December financial dashboard and answered questions from the Board.

#### **VI. Meeting Agenda**

##### **Foundation Board Member Nomination**

Commissioner Walker said that it is the duty of the BHP Board of Commissioners to vote on the nomination of new Foundation Board members. Commissioner Walker introduced Willem Van Vliet, Professor Emeritus for the University of Colorado, as the nominee for the Foundation Board.

The Commissioners discussed what the specific qualifications were to be nominated for the Foundation Board and what the recruitment process looked like. The Commissioners mentioned that a focus is to have people involved in education and establish the efficacy of the Bringing School Home program. However, there is no formalized process for recruitment or nomination. The Board discussed having a diverse Foundation Board to reflect the community that it is trying to impact.

There are currently three open seats on the Foundation. Commissioner McCord stated that it would be beneficial for the Foundation to have a nominating committee that focuses on recruiting members. Commissioner Levy said that if the BHP Board is supposed to be part of the process, it's best practice to have matrix of skill sets and attributes needed in order to regularize this process.

Commissioner Walker stated that the formalization of the recruitment process will be put on the agenda for the next Foundation Board meeting.

**COMMISSIONER HARRIS MOVED TO APPROVE THE NOMINATION OF WILLEM VAN VLIET AS THE NEW FOUNDATION BOARD MEMBER. COMMISSIONER KLERMAN SECONDED THE MOTION.** The motion to approve the nomination passed with eight approvals and one opposed.

**Moving to Work Overview**

Karen Kreutzberg presented on the Moving to Work program and answered questions from the Board.

**Housing Choice Voucher Administrative Plan Updates**

Karen Kreutzberg presented on the HCV Administrative Plan Updates (redlined version). Karen mentioned that the plan is always available on the BHP website.

**Real Estate Updates**

Laura Sheinbaum presented on Real Estate updates for current projects under construction, projects in pre-development, and property under contract.

**2020 BHP Highlights Calendar**

Jeremy Durham introduced the 2020 BHP Highlights Calendar.

**VI. Board Matters**

2020 Conference Opportunities

Jeremy provided 2020 conference opportunities to the Board.

Resident Representative Council Update

Commissioner Griffin reported for the Resident Representative Council. Northport residents will attend the March RRC meeting and they will talk about their community's resident council.

Board Announcements

Commissioner Soraci said that the Annual Board Dinner is scheduled for Wednesday, March 18, 2020.

Additions to the Agenda

There were no additions to the agenda.

Future Board Items

There were no Future Board Items.

**VII. Adjourn**

**COMMISSIONER WALKER MADE A MOTION TO ADJOURN THE MEETING OF THE BOARD OF COMMISSIONERS. COMMISSIONER GRIFFIN SECONDED THE MOTION.** The motion passed unanimously.

The meeting of the Board of Commissioners adjourned at 11:31 a.m.

Seal  
DATE: 2/12/2020

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*Dick Harris*  
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Dick Harris  
Chairperson, Board of Commissioners  
Boulder Housing Partners

DocuSigned by:  
*JD*  
D88844764D16413...

Jeremy Durham  
Executive Director

DocuSigned by:  
*Jason Acuna*  
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Jason Acuna  
Recording Secretary