

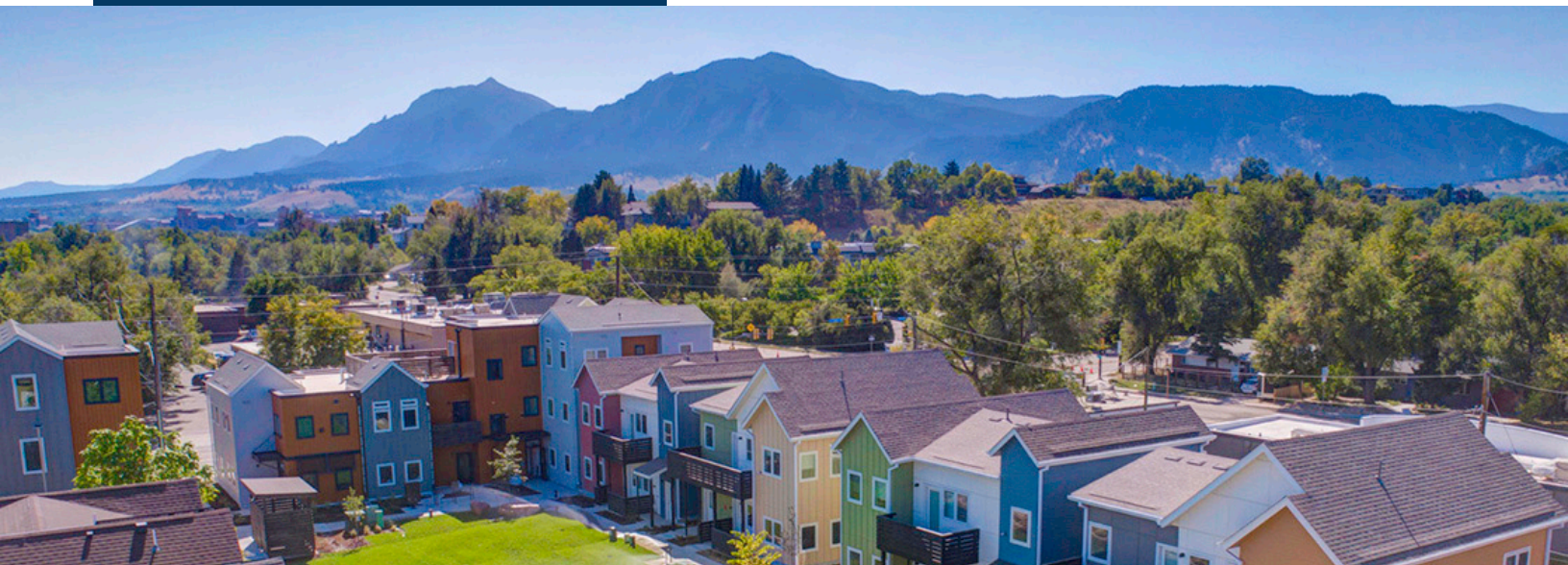


BOULDER
HOUSING
PARTNERS

BOARD OF COMMISSIONERS MEETING

February 8, 2023

*BHP Main Office
4800 N. Broadway
Boulder, CO 80304*





Board of Commissioners Meeting

Boulder Housing Partners
4800 N. Broadway, Boulder, CO 80304
February 8, 2023 | 9:00 AM - 11:30 AM

AGENDA

		Page #
9:00-9:20	Standing Agenda and Meeting Items	
	1. Call to Order and Determination of a Quorum	
	2. Public Participation	
	3. Approval of Minutes from December 14, 2022	5
	4. Finance and Operations Update	13
	5. Meet the Department: Deputy Director	
9:20-11:00	Meeting Agenda	
	1. 2023 Legislative Overview	
	2. Proposition 123: Impacts on BHP	14
	3. Resolution #2023-1 Housing Choice Voucher Administrative Plan	20
	4. BHP Overview (City Council Study Session Presentation)	
11:00-11:30	Board Matters	
	1. Resident Representative Council Update	
	2. BHP Foundation Board Update	
	3. Announcements and Other Items from the Board	
	4. Upcoming Conference Opportunities	24
	5. Future Board Items and Board Calendar	25
11:30	Adjournment	



Reunión Anual de la Junta de Comisionados

Boulder Housing Partners
4800 N. Broadway, Boulder, CO 80304
8 de febrero, 2023 | 9:00 AM - 11:30 AM

AGENDA

		Página
9:00-9:20	Agenda Permanente y Puntos de la Reunión	
	1. Llamado al Orden y Determinación de Quórum	
	2. Participación del Público	
	3. Aprobación del Acta del 14 de diciembre, 2022	5
	4. Actualización de Finanzas y Operaciones	13
	5. Conozca al Departamento: Director Adjunto	
9:20-11:00	Agenda de la Reunión	
	1. Resumen legislativo de 2023	
	2. Proposición 123: Impactos en BHP	14
	3. Resolución #2023-1 Plan Administrativo de Housing Choice Voucher	20
	4. Descripción general de BHP (Presentación de la sesión de estudio del Concejo Municipal)	
11:00-11:30	Asuntos de la Junta de Comisionados	
	1. Actualización del Consejo de Representantes de Residentes	
	2. Actualización de la Junta de Comisionados de la Fundación de BHP	
	3. Anuncios y Otros Elementos de la Junta de Comisionados	24
	4. Próximas Oportunidades de Conferencias	25
	5. Elementos Futuros de La Junta y Calendario de la Junta	
	6. Elecciones de la Junta	
11:30	Aplazamiento	

Strategic Framework

BOULDER HOUSING PARTNERS



VISION To help create a **diverse, inclusive, & sustainable** Boulder.

MISSION To provide quality, affordable homes and foster thriving Boulder communities.

CORE BELIEFS

- We believe in the **power of having a home**.
- We believe in **opportunity for all**.
- We celebrate our **diversity**.
- We believe our work is **one part of a broader solution** to a thriving community.
- We believe in keeping our **impact on the environment small**.
- We believe in working as **one team**.

STRATEGIES.....

Support Residents & Strengthen Communities

We provide high-quality customer service, treating all people with kindness, respect, and dignity. We foster partnerships with residents, participants, and local organizations to increase opportunities and strengthen the broader community.

Increase Affordable Housing Opportunities

We seek to meet the changing housing needs of our community. Our expertise is affordable and attainable rental housing. We work in collaboration with the City of Boulder to address community housing goals and provide opportunities that would not otherwise be available in the local market. We are agile and responsive to opportunities, providing permanently affordable homes through development, acquisition, and vouchers.

Steward our Resources Effectively

We are diligent stewards of public resources and champions for those who need them. We manage our resources through effective business practices, strategic asset management, community collaborations, environmental stewardship, and innovative systems that bring clarity and focus to our work.

Cultivate an Outstanding Workplace

We create a positive workplace culture, striving to attract and retain the best employees. We support wellness and balance in employees' lives and we cultivate the creativity, passions, and unique skills of our team members.



4800 N. Broadway, Boulder, CO 80304
Phone: 720-564-4610
Fax: 303-939-9569
www.boulderhousing.org
Hearing Assistance: 1-800-659-3656

FRAMEWORK FOR DECISION MAKING

When evaluating decisions or determining what matters BHP should spend time on, in accordance with our fiduciary duties to always act in the best interest of the organization, we consider the following questions:

1. Does this idea/action item further the goals of the organization?
2. Is this relevant and helpful for our constituents/customers?
3. What is the impact on staff?
4. What is the impact on budgets?
5. Is it strategic or operational?
6. Is this within our span of control?

BOULDER HOUSING PARTNERS
Annual Meeting of the Board of Commissioners
December 14, 2022 | 9:00 AM
4800 N. Broadway, Boulder, CO 80304

Board meetings are held the second Wednesday of each month, beginning at 9:00 am, at the BHP main office (4800 Broadway, Boulder, CO 80304), unless otherwise noted. Board meetings are open to everyone and include time for public participation as provided on the agenda.

For Spanish interpretation during the Board of Commissioners meeting, please contact us at 720-564-4610 the Friday before the Board meeting to schedule the service.

Commissioner Walker	Jeremy Durham	Others Present:
Commissioner Adler	Daniel Nuñez	
Commissioner Bissonette	Dean Rohr	
Commissioner Block	Jason Acuña	
Commissioner Cooper	Jodi Bogen	
Commissioner Griffin	Karen Brunnemer	
Commissioner Lord	Karin Stayton	
Commissioner Schoenfeld	Laura Sheinbaum	
Commissioner Wallach	René Brodeur	
	Julia Arencibia	
	Tory Livingston	
	Tim Beal	
	Jill Angelovic	
	Alicia Alvarado	
	Joel Chavez	
	Noemi Mondragon	

I. Call to order and Determination of a Quorum

Commissioner Walker called the meeting of the Board of Commissioners to order at 9:08 AM. A quorum was declared.

II. Public Participation

The Board Meeting information was posted on the main BHP website (boulderhousing.org) in English and Spanish.

There was no public participation.

III. Approval of the Meeting Minutes

Consent agenda items approved:

1. Minutes from November 9, 2022

COMMISSIONER LORD MOVED TO APPROVE THE MINUTES FROM NOVEMBER 9, 2022.

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

IV. Financial Dashboard

Jodi Bogen, Chief Financial Officer, went over the financial dashboard for October 2022 and answered questions from the Board.

Jodi mentioned that there was a correction to the Financial Dashboard for the Tax Credit NOI. Staff handed out a correct version to the Commissioners during the meeting.

V. Meet the Department

Daniel Nuñez, Director of Property Management, introduced himself and part of the Property Management team.

- Jill Angelovic, Compliance & Training Manager
- Alicia Alvarado, Community Manager
- Joel Chavez, Senior Leasing Specialist
- Noemi Mondragon, Operations Specialist

VI. Meeting Agenda

Resolution #2022-14 – 2023 Final Budget Approval

Jodi Bogen, Chief Financial Officer, presented the Final 2023 Boulder Housing Partners Budget and answered questions from the Board.

COMMISSIONER WALLACH MOVED TO APPROVE RESOLUTION #2022-14 FINAL BUDGET APPROVAL. COMMISSIONER LORD SECONDED THE MOTION. The motion to approve the minutes passed unanimously.

Changes to Housing Choice Admin Plan

Karen Brunnemer, MTW and Federal Policy Director, presented the changes to the Housing Choice Admin Plan and answered questions from the Board.

Karen mentioned that the U.S. Department of Housing and Urban Development (HUD) does small changes throughout the year, but all the changes are brought to the Board once.

The Housing Choice Voucher (HCV) team created a Project-Based Voucher (PBV) Compliance Team for five BHP properties. The team works on compliance paperwork for Property Management and HCV, including application processing, lease renewals, and recertifications. This provides one point of contact for BHP residents and HCV participants. Jeremy Durham, Executive Director, mentioned that this process came out of resident focus groups facilitated by the BHP team and FLOWS (Foundations for Leaders Organizing for Water and Sustainability).

Other changes brought to the Board included:

- The implementation of a cap of 35 vouchers leased up under this preference at any given time.
- The team was awarded \$89,000 in extraordinary administrative fees, which will be used for security deposits, renter's insurance if required by the lease, and landlord incentives.
- Policy on how to terminate families from the program in the event of insufficient funding.
- The proposal allows all participants to use shared housing options, which allows voucher holders to rent a larger unit and share it with someone else.
- A new chapter (20) regarding Special Purpose Vouchers that BHP administers.

Commissioner Schoenfeld asked what the definition of older adults is. Karen explained that HUD defines elderly people as being 62 years and above and near elderly as 55 years and above; however, this definition varies per program.

The Board authorized the release of the document for public comment with final adoption by the Board at the February 2023 meeting. Commissioner Block recused himself from the vote.

Resolution #2022-15 – Purchase and Sale Agreement for Diagonal Plaza Land Conveyance

Laura Sheinbaum, Director of Real Estate and Development, presented the Purchase and Sale Agreement for Diagonal Plaza Land Conveyance and answered questions from the Board. This resolution would allow BHP to improve our property and create more housing and pedestrian access at Diagonal Plaza.

COMMISSIONER COOPER MOVED TO APPROVE RESOLUTION #2022-15 PURCHASE AND SALE AGREEMENT FOR DIAGONAL PLAZA PARCEL. COMMISSIONER ADLER SECONDED THE MOTION. The motion to approve the minutes passed unanimously.

VII. Board Matters

Resident Representative Council Update

Commissioner Griffin said that the RRC discussed the following items:

- The RRC had a great meeting in November.
- Daniel Nuñez, Director of Property Management, and Dean Rohr, Director of Maintenance, answered questions from the group.
- Brenda Cook Ritenour, the City of Boulder’s Neighborhood Liaison, was a guest speaker.
- During the next RRC meeting, on December 15, Dave Heisterkamp, from Wagenlander & Heisterkamp, LLC, will join to discuss the process of elections in January 2023. Dave will go through the bylaws with everyone.

BHP Foundation Board Update

Commissioner Schoenfeld reported for the BHP Foundation Board. The Foundation discussed the following topics:

- The biggest fundraising drive took place during CO Gives Day on December 6, 2022. The funds will be used for the Bringing School Home (BSH) program, emergency response connectors, community events, and a stipend for Board members who opt-in to receive compensation. The Foundation is hoping to reach its goal by the end of the year.
- The Foundation is welcoming a new Board member in February 2023, who is also a BHP resident.
- The group is looking at intergenerational policies in a more systematic way.

Announcements and Other Items from the Board

Jeremy said that BHP has made the decision for bringing on staff a Deputy Director. The team has offered the position to Frank Alexander and he has accepted. Frank was the Director of Housing and Human Services at Boulder County for 17 years. He accomplished the feat of combining Human Services and Housing. Frank will join us at the end of December 2022.

Conference Opportunities

Commissioner Walker and Jeremy said that Commissioners can email Jason Acuña if they are interested in attending any conference opportunities.

Future Board Items

There were no Future Board Items added.

Board Elections

Commissioner Wallach opened the floor for nominations for the Chair and Vice Chair of the Board of Commissioners.

Commissioner Walker was nominated for Chair of the Board of Commissioners. Commissioner Walker was elected as Chair of the Board of Commissioners unanimously.

Commissioner Griffin was nominated for Vice Chair of the Board of Commissioners. Commissioner Griffin was elected as Vice Chair of the Board of Commissioners unanimously.

VIII. Adjourn

COMMISSIONER COOPER MADE A MOTION TO ADJOURN THE MEETING OF THE BOARD OF COMMISSIONERS. COMMISSIONER WALLACH SECONDED THE MOTION. The motion passed unanimously.

The meeting of the Board of Commissioners adjourned at 10:00 a.m.

Seal
DATE: 12/14/2022

Bob Walker
Chairperson, Board of Commissioners
Housing Authority of the City of Boulder

Jeremy Durham
Executive Director

Jason Acuña
Recording Secretary

BOULDER HOUSING PARTNERS
Reunión Anual de la Junta de Comisionados
14 de septiembre de 2022 | 9:00 a.m.
4800 N. Broadway, Boulder, CO 80304

Las reuniones de la junta se llevan a cabo el segundo miércoles de cada mes, a partir de las 9:00 am, en la oficina principal de BHP (4800 Broadway, Boulder, CO 80304), a menos que se indique lo contrario. Las reuniones de la junta están abiertas a todos e incluyen tiempo para participación pública según lo dispuesto en la agenda.

Para interpretación en español durante la reunión de la Junta de Comisionados, contáctenos al 720-564-4610 el viernes anterior a la reunión de la Junta para programar el servicio.

Commissioner Walker	Jeremy Durham	Otros Presente:
Commissioner Adler	Daniel Nuñez	
Commissioner Bissonette	Dean Rohr	
Commissioner Block	Jason Acuña	
Commissioner Cooper	Jodi Bogen	
Commissioner Griffin	Karen Brunnemer	
Commissioner Lord	Karin Stayton	
Commissioner Schoenfeld	Laura Sheinbaum	
Commissioner Wallach	René Brodeur	
	Julia Arencibia	
	Tory Livingston	
	Tim Beal	
	Jill Angelovic	
	Alicia Alvarado	
	Joel Chavez	
	Noemi Mondragon	

I. Llamado al Orden y Determinación de un Quórum

El Comisionado Walker dio inicio a la reunión de la Junta de Comisionados a las 9:08 a.m. Se declaró un quórum.

II. Participación Pública

La información de la reunión de la Junta se publicó en el sitio web principal de BHP (boulderhousing.org).

No hubo participación del público.

III. Aprobación del Acta de la Reunión

Puntos de la agenda de consentimiento aprobados:

1. Acta del 9 de noviembre de 2022

LA COMISIONADA LORD SE MOVIÓ PARA APROBAR EL ACTA DEL 9 DE NOVIEMBRE DE 2022. LA COMISIONADA GRIFFIN APOYÓ LA MOCIÓN. La moción para aprobar el acta pasó por unanimidad.

IV. Tablero Financiero

Jodi Bogen, directora financiera, revisó el tablero financiero de octubre 2022 y respondió preguntas de la Junta.

Jodi mencionó que hubo una corrección en el Tablero Financiero para el Crédito Fiscal NOI. Se pasó una versión correcta a los Comisionados.

V. Conozca al Departamento

Daniel Nuñez, director de administración de propiedad, se presentó y parte del equipo de administración de propiedad.

- Jill Angelovic, gerente de cumplimiento y capacitación
- Alicia Alvarado, administradora de comunidad
- Joel Chavez, especialista sénior en arrendamiento
- Noemí Mondragón, especialista de operaciones

VI. Agenda de la Reunión

Resolución #2022-14 – Aprobación del Presupuesto Final 2023

Jodi Bogen, directora financiera, presentó el presupuesto final de Boulder Housing Partners para 2023 y respondió preguntas de la Junta.

EL COMISIONADO WALLACH HIZO UNA MOCIÓN PARA APROBAR LA RESOLUCIÓN #2022-14 APROBACIÓN FINAL DEL PRESUPUESTO. LA COMISIONADA LORD SECUNDÓ LA MOCIÓN. La moción para aprobar el acta fue aprobada por unanimidad.

Cambios en el plan de administración de elección de vivienda

Karen Brunnemer, MTW y directora de póliza federal, presentó los cambios al Plan de Administración de Elección de Vivienda y respondió preguntas de la Junta.

Karen mencionó que HUD (Departamento de Vivienda y Desarrollo Urbano de los EE. UU.) hace pequeños cambios a lo largo del año, pero todos los cambios se presentan a la Junta una vez.

El equipo de Vales de Elección de Vivienda (HCV por sus siglas en inglés) creó un Equipo de Cumplimiento de Vales Basados en Proyectos (PBV por sus siglas en inglés) en cinco de nuestras propiedades. El equipo trabaja en el papeleo de cumplimiento para administración de propiedades y HCV, incluido el procesamiento de solicitudes, renovaciones de arrendamiento y recertificaciones. Esto proporciona un punto de contacto para los residentes de BHP y los participantes de HCV. El proceso va bien y estamos planeando expandir este equipo. Jeremy Durham, director ejecutivo, mencionó que este proceso surgió de nuestros grupos de enfoque de residentes facilitados por el equipo de BHP y FLOWS (Fundaciones para líderes que organizan para el agua y la sostenibilidad). Muchos residentes estaban encantados con este cambio y con la facilidad para ellos y sus trámites.

Otros cambios introducidos en la Junta incluyeron:

- La implementación de un tope de 35 bonos alquilados bajo esta preferencia en cada momento.
- El equipo recibió \$89,000 en cargos administrativos extraordinarios, que se utilizarán para depósitos de seguridad, seguro para inquilinos si así lo exige el contrato de arrendamiento e incentivos para propietarios.
- Política sobre cómo dar de baja a las familias del programa en caso de que no haya fondos suficientes.
- La propuesta de permitir que todos los participantes utilicen las opciones de vivienda

compartida, lo que permite a los titulares de vales alquilar una unidad más grande y compartirla con otra persona.

- Un nuevo capítulo (20) sobre los Vales de Propósito Especial que administra BHP.

Comisionado Schoenfeld cuál es la definición de adulto mayor. Karen explicó que HUD define a las personas mayores como personas mayores de 62 años y casi mayores como personas mayores de 55 años. Sin embargo, esta definición varía según el programa.

La Junta autorizó la publicación del documento para comentario público con la aprobación final de la Junta en la reunión de febrero de 2023. El comisionado Block se recusó de la votación.

Resolución #2022-15 - Contrato de Compraventa de Tránsito Terrestre Diagonal Plaza

Laura Sheinbaum, directora de bienes raíces y desarrollo, hizo una presentación sobre el Acuerdo de Compra y Venta de la Transferencia de Terrenos de Diagonal Plaza y respondió las preguntas de la Junta. Esto permitirá un mayor acceso peatonal a Diagonal Plaza. Esta será una excelente manera de mejorar nuestra propiedad y crear más viviendas.

LA COMISIONADA COOPER HIZO UNA MOCIÓN PARA APROBAR LA RESOLUCIÓN #2022-15 CONTRATO DE COMPRA Y VENTA DE LOTE EN DIAGONAL PLAZA. LA COMISIONADA ADLER SECUNDÓ LA MOCIÓN. La moción para aprobar el acta fue aprobada por unanimidad.

VII. Asuntos de la Junta

Novedades del Consejo de Representantes de Residentes

La Comisionada Griffin informó para el Consejo de Representantes Residentes. El RRC discutió los siguientes temas:

- El RRC tuvo una gran reunión en noviembre.
- Daniel Nuñez, director de administración de propiedades y Dean Rohr, director de mantenimiento, respondieron preguntas del grupo.
- Brenda Cook Ritenour, enlace vecinal de la ciudad de Boulder, fue invitada a la reunión.
- Durante la próxima reunión del RRC, el 15 de diciembre, Dave Heisterkamp, de Wagenlander & Heisterkamp, LLC, se unirá para discutir el proceso de elecciones en enero de 2023. Dave revisará los estatutos con todos.

Novedades de la Fundación de la Junta

La Comisionada Schoenfeld informó para la Junta de la Fundación BHP. La Fundación discutió los siguientes temas:

- La campaña de recaudación de fondos más grande tuvo lugar en CO Gives Day el 6 de diciembre de 2022. Los fondos se utilizarán para el programa Bringing School Home, conectores de respuesta de emergencia, eventos comunitarios y estipendios para los miembros de la Junta que opten por recibir una compensación. La Fundación espera alcanzar su objetivo para fin de año.
- La Fundación dará la bienvenida a un nuevo miembro de la Junta en febrero de 2023, que también es residente de BHP.
- El grupo está mirando las pólizas intergeneracionales de una manera más sistemática.
- El grupo cuenta actualmente con 12 miembros de la Junta, y darán la bienvenida a uno más.

Anuncios y Otros Elementos de la Junta

Jeremy dijo que BHP ha tomado la decisión de incorporar al personal a un director Adjunto. El equipo le ha ofrecido el puesto a Frank Alexander y este ha aceptado. Frank fue director de

Vivienda y Servicios Humanos en el condado de Boulder durante 17 años. Logró la hazaña de combinar Servicios Humanos y Vivienda juntos. Frank se incorporará a finales de diciembre de 2022.

Oportunidades de Conferencias

El Comisionado Walker y Jeremy dijeron que los Comisionados pueden enviar un correo electrónico a Jason Acuña si están interesados en asistir a alguna conferencia.

Elementos Futuros de la Junta

No hubo elementos futuros de la Junta.

Elecciones de la Junta

El Comisionado Wallach abrió el piso para las nominaciones para el presidente y vicepresidente de la Junta de Comisionados.

El Comisionado Walker fue nominado para presidente de la Junta de Comisionados. El Comisionado Walker fue elegido presidente de la Junta de Comisionados por unanimidad.

La Comisionada Griffin fue nominada para vicepresidente de la Junta de Comisionados. La Comisionada Griffin fue elegida vicepresidente de la Junta de Comisionados por unanimidad.

IX. Aplazar

LA COMISIONADA COOPER HIZO UNA MOCIÓN PARA APLAZAR LA REUNIÓN DE LA JUNTA DE COMISIONADOS. EL COMISIONADO WALLACH APOYO LA MOCIÓN. La moción fue aprobada por unanimidad.

La reunión de la Junta de Comisionados terminó a las 10:00 AM.

Sello

FECHA: 14 de diciembre de 2022

Bob Walker
Presidente de la Junta de Comisionados
Autoridad de Vivienda de la Ciudad de Boulder

Jeremy Durham
Director Ejecutivo

Jason Acuña
Secretario de Actas

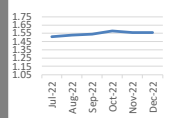
Boulder Housing Partners Benchmark Report as of December-2022

BHP Net Income

	YTD	YTD	%
	Actual	Budget	Diff
Income	43,128,159	43,383,882	-1%
Expense	(35,647,795)	(34,343,148)	-3%
Net Income *	7,651,365	9,040,734	

* excludes Gain on Sale; Tantra and Annual PERA adj

BHP Debt Service Coverage Ratio



BHP Balance Sheet Summary

	Actual	Actual	Net Change
	Dec-22	Dec-21	YTD
Assets	242,691,792	254,506,542	(11,814,750)
Liabilities	(59,914,573)	(89,378,764)	29,464,191
Equity	182,777,219	165,127,778	17,649,441

April 2022; Purchased GSA property; \$10.3M. Sold Tantra Lake to LIHTC

BHP Quick Ratio

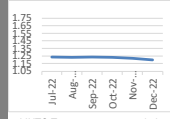


LIHTC Net Income

	YTD	YTD	%
	Actual	Budget	Diff
Income	13,821,669	13,417,990	3%
Expense	(24,649,239)	(23,970,767)	-3%
Net Income *	(10,827,570)	(10,552,777)	

* excludes Tantra Lake and Mt Calvary

LIHTC Debt Service Coverage Ratio



LIHTC Balance Sheet Summary

	Actual	Actual	Net Change
	Dec-22	Dec-21	YTD
Assets	254,952,254	263,145,523	(8,193,269)
Liabilities	(192,918,003)	(211,274,446)	18,356,443
Equity	62,034,251	51,871,077	10,163,174

excludes Tantra Lake and Mt Calvary

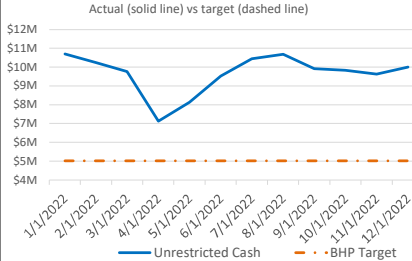
LIHTC Quick Ratio



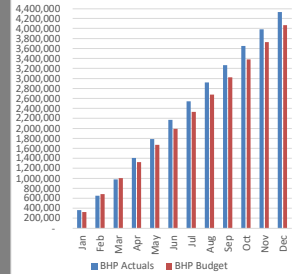
Maintenance

Unit Turns: **15.5** Average days to complete **262** turns YTD Work Orders: **5.1** Average days to complete **12,235** work orders YTD

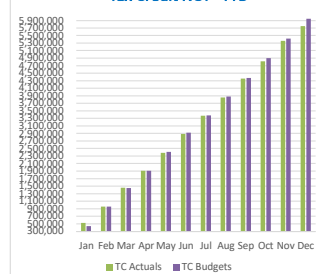
BHP Unrestricted Cash, Last 12 Month



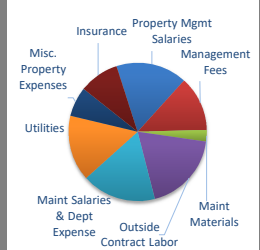
BHP NOI - YTD



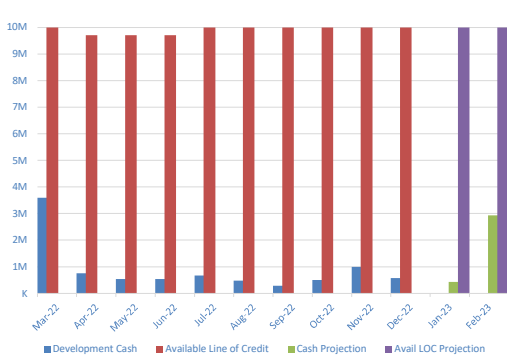
Tax Credit NOI - YTD



PUPA \$7141 BHP & TC



BHP Development Funds; Available Resources

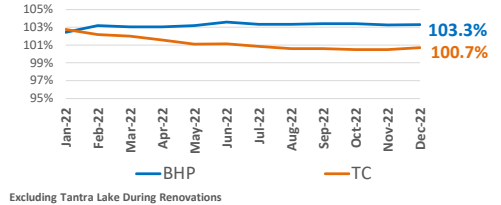


Operating Reserves

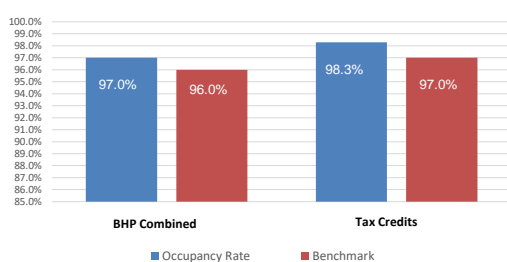
Current Operating Reserves
4,576,841
2022 Annualized Expenses
13,139,009

4.2 Months
of annual operating expenses are covered by the current operating reserves.
BHP Target is 2 Months

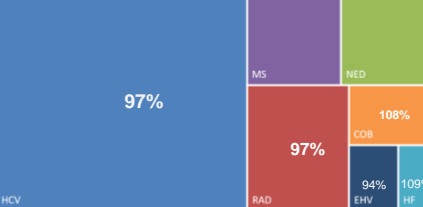
% of Budgeted Net Tenant Rental Income



BHP & LIHTC Occupancy Rates



Housing Choice Voucher Occupancy by Program



Housing Choice Voucher Programs;

- HCV - 802 Housing Choice Vouchers (14 Fair Share Vouchers added as of 10/1/2022)
- RAD - 135 Rental Assistance Demonstration Vouchers
- NED - 181 Non-Elderly Disabled Vouchers
- MS - 178 Mainstream
- HFP - 22 Housing First Vouchers
- COB - 48 COB PSH Vouchers
- EHV - 35 Emergency Housing Vouchers (Awarded mid 2021)

Unit Mix

	AMI	BHP	LIHTC
Public Housing		14	
Vouchers*		54	524
30%		12	19
40%		57	53
45%		-	16
50%		109	167
60%		117	312
Market		143	-
Total		506	1091
All Units		1,597	

* project based vouchers, project based contracts and CDOH

Unique Households Served

2382



Colorado Proposition 123

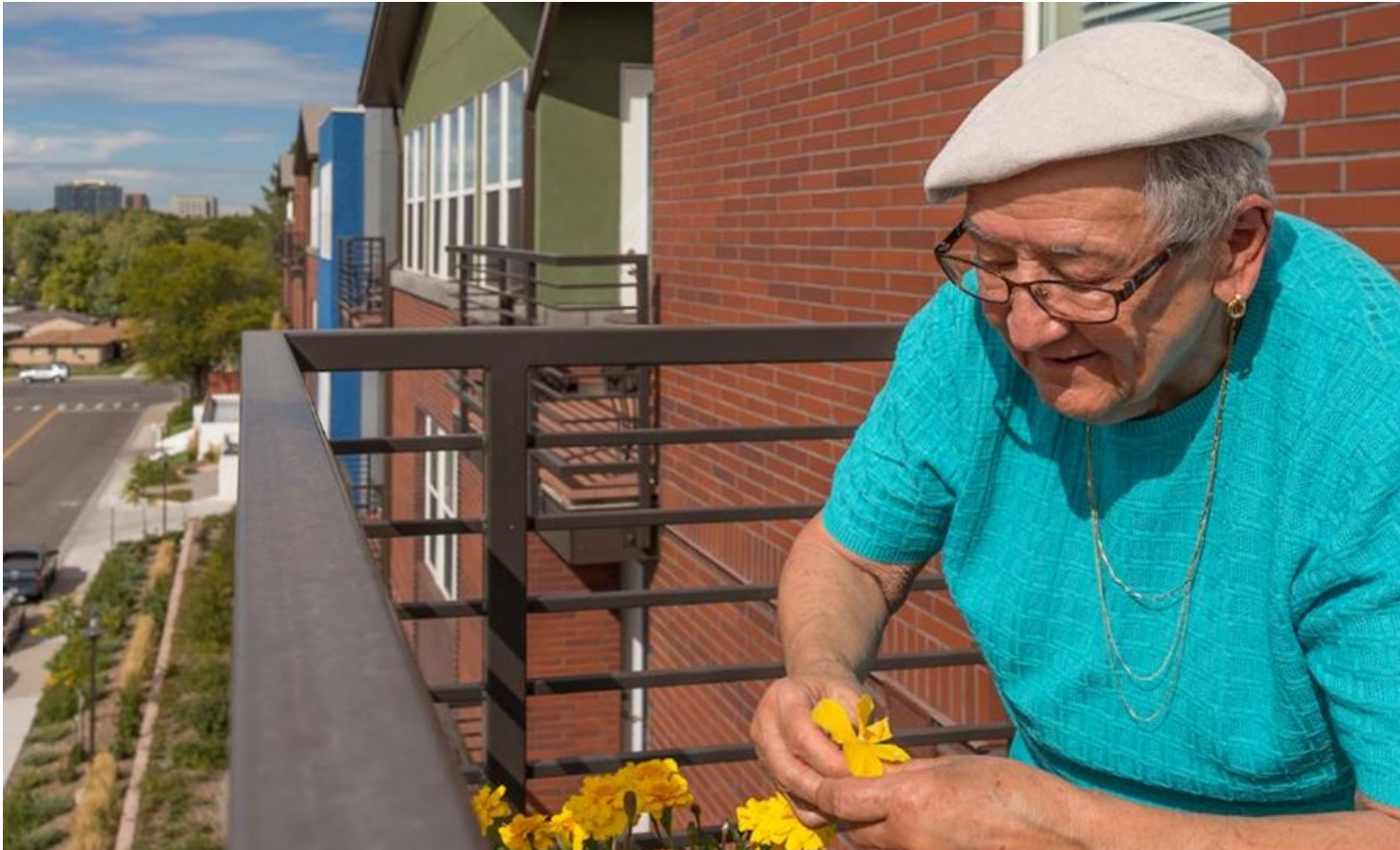


- Legislation passed November 2022
- Creates a statewide permanent and dedicated fund for affordable housing.
- Sets aside 0.1% of taxable income each year for affordable housing
- Estimated to be \$145MM in current state fiscal year ending June 2023 and \$290MM annually thereafter



How It Works

- Funds to be administered by State Division of Housing (CDOH) and Colorado Housing and Finance Authority (CHFA)
- No direct allocation to the City of Boulder, and no geographic or population based distribution requirements.
- CDOH and CHFA will provide grants and loans to local governments and non-profits
- Requires local governments to:
 - Increase affordable housing stock by at least 3% annually
 - Create a fast-track approval process for affordable housing projects



CHFA—Administers 60% of Annual Funds

Estimated Funds
\$87MM in 2023 and
\$174MM annually
thereafter

CHFA's priorities:
Projects that
achieve high-
density housing,
mixed-income
housing, and
projects
consistent with
the goal of
environmental
sustainability will
be prioritized.

Categories
Included:

Land Banking—\$26MM-
\$44MM. Grants for local
governments, forgivable
loans to non-profits

Equity Financing—\$70MM-
\$122MM. Below market
rate equity in low or middle
income existing or new
housing projects. Requires
Tenant Equity Finance
Vehicle that gives tenants a
share of property equity
growth for use in
downpayment assistance or
other program.

Debt Financing—\$26-
\$61MM.



Colorado Division of Housing—40% of Funds

Estimated Funds
\$58MM in 2023,
\$116MM annually
thereafter

Priorities Include:

Homeownership:
\$72MM-\$145MM (50% of
CDOH allocated funds)
Uses include
downpayment assistance,
non-profit housing
development, and mobile
home purchase assistance

Homelessness:
\$65MM-\$130MM (45% of
CDOH allocated funds).
Uses include Eviction
Prevention, Housing
Development, Homeless
Services

**Local Planning Support
and Assessment of Local
Government Housing
Initiatives:**
\$7MM-\$14MM



Local Requirements for Project Eligibility

- City of Housing and Human Services working with the Planning Department to understand capacity to meet threshold requirements for eligibility.
- City must commit to increasing affordable housing by 3% annually
- City must commit to establishing a “fast track” review of projects that are more than 50% affordable
- Commitments due to State by November 1, 2023 for three years of eligibility.

BHP Next Steps



Work with City staff and officials regarding implementation of Prop 123 threshold commitments to ensure eligibility. Commitment from City of Boulder must be submitted to State of Colorado by November 1, 2023. Allows for eligibility for three years.



Monitor for release of application materials and continue to work with our contacts at CDOH and CHFA regarding fund availability.



BHP Priority Projects: Land bank purchases and acquisition of existing property to convert to affordable are priorities. Rally and Diagonal Plaza also projects for the service funding as needed. GSA, Alpine Balsam, Gunbarrel and Orchard Grove also potential recipients.



MEMO

To: Board of Commissioners
From: Karen Brunnemer
Date: February 8, 2023
Re: Administrative Plan Updates

Background

The Administrative Plan for the Housing Choice Voucher Program (Admin Plan) contains the policies that explain how Boulder Housing Partners administers the Housing Choice Voucher Program. It is divided into 20 chapters and updated annually. The 20th Chapter is new this year and contains policies specific to Special Purpose Vouchers. BHP administers Non-Elderly Disabled and Mainstream vouchers under this category. Revisions and changes were presented to the Board of Commissioners on December 14, 2022, and then released for public review.

Information was posted to our website on December 20. One public hearing was held on January 11 and no one attended. An overview of the changes was also presented at our HCV Educational Sessions on January 25 and 26. We had 10 attendees and no suggestions for changes were provided. As a reminder, the following table explains the contents of each chapter and highlights the changes which fall into one of three categories:

1. Recent HUD policy changes published through Notice of Federal Regulations.
2. MTW Activity changes that were approved by the Board and HUD through the MTW Annual Plan process must be included.
3. Clarification/changes to policies by staff.

The following table explains the contents of each chapter and highlights the changes which fall into one of three categories:

4. Recent HUD policy changes published through Notice of Federal Regulations.
5. MTW Activity changes that were approved by the Board and HUD through the MTW Annual Plan process must be included.
6. Clarification/changes to policies by staff.

Chapter Description	HUD required changes	MTW Activity changes	Clarification/change to policy
Chapter 1: Overview of the Program and Plan – describes the overall program including purpose, intent, and use of the plan	No changes	No changes	Added 30PRL and Mount Calvary to the list of project-based vouchers
Chapter 2: Fair Housing and Equal Opportunity – explains the requirements for PHAs regarding civil rights and affirmatively furthering fair housing	No changes	No changes	Added COB-protected classes; Clarified process for reasonable accommodation follow up
Chapter 3: Eligibility – details requirements for a household to be eligible for housing	HUD regulation reference update. FSS rule changes. Use of HUD EIV system clarification.	No changes	Clarification of elderly at Walnut Place is 55+; Gender wording updated.

Chapter 4: Applicants, Wait Lists, and Tenant Selection – explains how applications are accepted, wait lists and lottery managed, and the order applicants are selected	No changes	No changes	Added wording for BSH wait list; Lottery will open as needed when vouchers are available; Set aside vouchers capped to 35 total.
Chapter 5: Briefings and Voucher Issuance – includes requirements for briefings and occupancy standards	No changes	No changes	Clarified wording on briefings and video use; Added policy for PBV unit offers.
Chapter 6: Income and Subsidy Determinations – defines annual income and how the subsidy is calculated	No changes	No changes	Gender wording updated.
Chapter 7: Verifications – explains acceptable forms of verification for all factors that determine eligibility	Mandated use of the HUD system for Social Security benefits	No changes	Gender wording updated.
Chapter 8: Housing Quality Standards and Rent Reasonableness – explains requirements for units to pass both tests prior to paying assistance	No changes	No changes	No changes
Chapter 9: General Leasing Process – covers lease-up process from submission of Request for Tenancy Approval to execution of Housing Assistance Payment Contract	No changes	No changes	No changes
Chapter 10: Moving with Continued Assistance – explains how and where a household can move while continuing to receive housing assistance	Late billing choice updated.	No changes	Gender wording updated.
Chapter 11: Income Reexaminations – explains policies regarding regularly scheduled and interim exams	No changes	No changes	Gender wording updated.
Chapter 12: Termination of Tenancy and Assistance – describes policies on optional and mandatory terminations	FSS program updates	No changes	Gender wording updated; Updated insufficient funding policy.
Chapter 13: Owners – discusses the roles and relationship between PHA and owners/landlords and HAP contracts	Conflict of interest wording updated.	No changes	Minor wording changes
Chapter 14: Program Integrity – covers policies designed to prevent, detect, investigate, and resolve instances of program abuse or fraud	No changes	No changes	No changes

Chapter 15: Special Housing Types – includes policies on single-room occupancy, shared housing, congregate housing, group homes, manufactured homes, cooperative housing, and home ownership	HUD updates due to new HCV Guidebook	No changes	No changes
Chapter 16: Program Administration – covers program standards, informal reviews, and hearings, debts owed to the PHA, the MTW plan and report, insufficient funding, and the Violence Against Women Act	HUD updates re: debts owed by family or landlord. Record retention information.	No changes	MS extraordinary admin fee uses; Gender wording updated.
Chapter 17: Project-Based Vouchers – describes HUD rules and BHP policies regarding vouchers that have been project-based	HUD regulation updates	No changes	Clarified bi-annual HQS inspections for PBV units; Added 30Pearl as PBV units; Updated BSH wait list and preference info; Updated exhibits for each PBV development.
Chapter 18: Rental Assistance Demonstration – covers the public housing properties that were converted to vouchers under the RAD program	HUD regulation updates; Choice Mobility updates per PIH notice; Emergency Transfers under VAWA updates; RAD contract rent increases.	No changes	Inspection schedule clarified; Changed wait list holder for BSH units to BHP; Clarification for next available voucher requests; Gender wording updated; updated PBV development exhibits.
Chapter 19: Emergency Housing Vouchers	No changes	No changes	No changes
Chapter 20: Special Purpose Vouchers	An entire chapter is new and speaks to the difference with the Special Purpose Vouchers. Non-Elderly Disabled and Mainstream Vouchers are the only types of special purpose vouchers BHP administers.		

Action Requested

Approval of Resolution #2023-1 to adopt and finalize all changes to the Administrative Plan for the Housing Choice Voucher Program.

RESOLUTION #2023-1

A RESOLUTION FOR THE PURPOSE OF ADOPTING THE REVISED ADMINISTRATIVE PLAN THAT GOVERNS THE HOUSING CHOICE VOUCHER PROGRAM

WHEREAS, the Housing Choice Voucher Administrative Plan (Admin Plan) is a HUD-required document that governs how the Housing Choice Voucher Program is operated by a housing authority; and

WHEREAS, the Housing Choice Voucher staff has reviewed and updated the Admin Plan to include HUD changes, revisions for MTW Activities and policy clarifications; and

WHEREAS, participants, applicants and the general public were given a chance to comment on the proposed changes at a public hearing; and

WHEREAS, the Board is required by policy to review and approve the document annually.

NOW, THEREFORE, be it resolved that the Board of Commissioners adopts the revised Boulder Housing Partners' Housing Choice Voucher Program Administrative Plan and authorizes the Executive Director to approve minor administrative changes in the interim, reporting those changes to the Board annually.

Adopted this 8th day of February, 2023.

(SEAL)

Bob Walker
Chair, Board of Commissioners
Boulder Housing Partners

ATTEST:

Jeremy Durham
Executive Secretary

Upcoming Conference & Training Opportunities

We encourage Commissioners to take advantage of the many professional development opportunities available to help deepen housing and community development knowledge. Please keep these conferences in mind in 2022 as great opportunities for learning and networking in your role as Commissioners. Please submit your training request to our Board Chair, Commissioner Walker, and he will work with staff to allocate Board training dollars equitably for registrations, hotel, and travel for local conferences.

By request, we are including a variety of options in addition to NAHRO. We have historically emphasized NAHRO's training because NAHRO is the only organization that is oriented to the unique interests of Housing Authority Commissioners and whose professional development learning aligns with the business of the Board, however, there are several other good choices.

NAHRO

- [Washington Conference](#) March 22-24, 2023 Washington, DC
- [Summer Symposium](#) July 14-15, 2023 Washington, DC
- [National Conference](#) October 6-8, 2023 New Orleans, LA

Housing Colorado

- [Annual Conference](#) October 11-13, 2023 Keystone, CO

NAHRO Professional Development

- [Ethics for Commissioners](#) February 15, 2023 Virtual
- [ABCs of Affordable Housing](#) February 22, 2023 Virtual
- [Commissioner's Guide to Monitoring](#) February 28, 2023 Virtual
- [Fair Housing](#) February 28, 2023 Virtual
- [Leading Through Times of Change](#) March 9, 2023 Virtual
- [HCV Project-Based Vouchers](#) March 27, 2023 Virtual
- [HCV Portability](#) April 4, 2023 Virtual
- [Commissioners' Fundamentals](#) April 25, 2023 Virtual

National Community Reinvestment Coalition

- [Just Economy Conference](#) March 29-30, 2023 Washington, DC

National Housing Conference

- [Solutions for Housing Communications](#) March 15, 2023 Washington, DC

NeighborWorks

- [Training Institute](#) TBA TBA

FUTURE BOARD ITEMS

We have gathered the requested informational items the Board has asked to either learn more about or discuss. This is our current list and an approximate timeline.

	<u>Anticipated Date</u>
• Partnership Awards	March 2023
• Lee Hill Annual Report & Good Neighbor Statement of Operations	March 2023
• Eligibility Criteria Presentation	March 2023
• BHP Foundation Overview	March 2023
• Resident Services Overview	March 2023
• BHP Site Tour	April 2023
• LIHTC Overview Presentation	May 2023
• Moving to Work Annual Report	May 2023
• Partnership Awards	June 2023
• Annual BHP Audit Review	June 2023
• Moving to Work Draft Activities	June 2023
• Rally Tax Credit Closing	July 2023
• Moving To Work (MTW) Overview	2 nd Quarter 2023
• Partnership Awards	September 2023
• Moving to Work (MTW) Annual Plan Draft	3 rd Quarter 2023
• Board Retreat	October 2023
• 2023 Budget Draft	November 2023
• Housing Choice Voucher Payment Standards	November 2023
• 2023 Final Budget Approval	December 2023
• Meet the BHP Departments (on Rotating Basis)	As Time Allows

2023 Boulder Housing Partners Commissioners' Calendar

Date	Group	Time
JANUARY	BOARD RECESS	-----
Mon. February 6	Development Committee (as needed)	4:00-5:00
Wed. February 8	Board Meeting	9:00-11:30
Wed. March 1	Quarterly NPG Committee	3:30-5:00
Mon. March 6	Finance Committee – 2022 Financials Review	3:00-4:00
Mon. March 6	Development Committee (as needed)	4:00-5:00
Wed. March 8	Board Meeting	9:00-11:30
Mon. April 10	Development Committee (as needed)	4:00-5:00
Wed. April 12	Board Meeting	9:00-11:30
Wed. May 3	Special NPG Committee	3:30-5:00
Mon. May 15	Finance Committee – Financials Review	3:00-4:00
Mon. May 15	Development Committee (as needed)	4:00-5:00
Wed. May 17	Board Meeting	9:00-11:30
Wed. June 7	Quarterly NPG Committee	3:30-5:00
Mon. June 12	Finance Committee – Financials & Audit Review	2:30-4:00
Mon. June 12	Development Committee (as needed)	4:00-5:00
Wed. June 14	Board Meeting	9:00-11:30
Mon. July 10	Development Committee (as needed)	4:00-5:00
Wed. July 12	Board Meeting	9:00-11:30
AUGUST	BOARD RECESS	-----
Wed. September 6	Quarterly NPG Committee	3:30-5:00
Mon. September 11	Finance Committee – Financials Review	3:00-4:00
Mon. September 11	Development Committee (as needed)	4:00-5:00
Wed. September 13	Board Meeting	9:00-11:30
Wed. October 18	BOARD RETREAT	8:30-3:30
Mon. November 6	Finance Committee – Financials & Draft 2023 Budget Review	3:00-4:00
Mon. November 6	Development Committee (as needed)	4:00-5:00
Wed. November 8	Board Meeting	9:00-11:30
Wed. December 6	Quarterly NPG Committee	3:30-5:00
Mon. December 11	Finance Committee – Financials & Final 2023 Budget Review	3:00-4:00
Mon. December 11	Development Committee (as needed)	4:00-5:00
Wed. December 13	Annual Board Meeting	9:00-11:30