



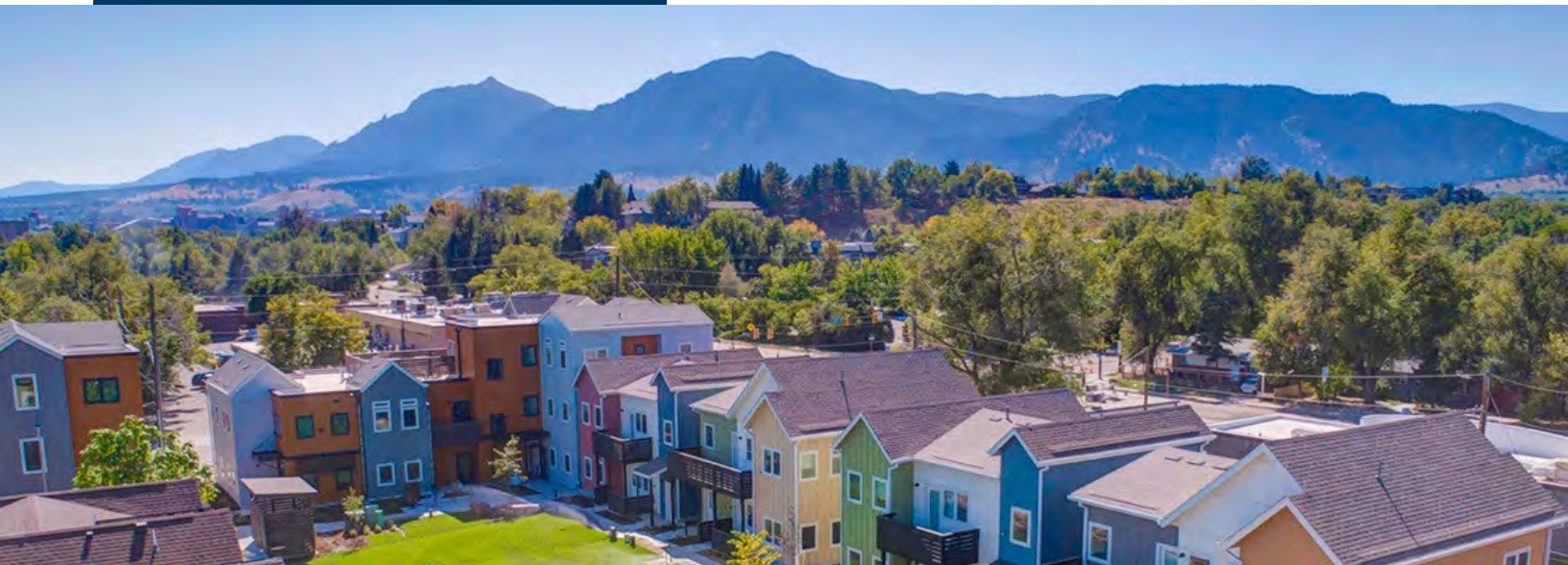
BOULDER  
HOUSING  
PARTNERS

# BOARD OF COMMISSIONERS MEETING

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*June 12, 2024*

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





## Board of Commissioners Meeting

Boulder Housing Partners  
4800 N. Broadway, Boulder, CO 80304  
June 12, 2024 | 9:00 AM - 11:30 AM

### AGENDA

9:00-9:30	<b>Standing Agenda and Meeting Items</b>	<b>Page</b>
	1. Call to Order and Determination of a Quorum	
	2. Public Participation	
	3. Approval of Minutes from May 15, 2024	<b>5</b>
	4. Finance and Operations Update	<b>13</b>
9:30-10:50	<b>Meeting Agenda</b>	
	1. Presentation: Tax Credit Properties and “Waterfall” Payments	<b>32</b>
	2. BHP Audit and Tax Credit Audit	<b>33</b>
	3. 2023 Moving to Work Annual Report	<b>35</b>
	4. Moving to Work Draft Activities	<b>49</b>
10:50-11:00	<b>Board Matters</b>	
	1. Announcements and Other Items from the Board	
	2. Upcoming Conference Opportunities	<b>57</b>
	3. Future Board Items and Board Calendar	<b>58</b>
11:00	<b>Adjournment</b>	



## Reunión de la Junta de Comisionados

Boulder Housing Partners  
4800 N. Broadway, Boulder, CO 80304  
12 de junio de 2024 | 9:00 AM - 11:30 AM

### AGENDA

		Página
9:00-9:30	<b>Agenda Permanente y Puntos de la Reunión</b>	
	1. Llamado al Orden y Determinación de Quórum	
	2. Participación del Público	
	3. Aprobación del Acta del 15 de mayo de 2024	5
	4. Actualización de Finanzas y Operaciones	13
9:30-10:50	<b>Agenda de la Reunión</b>	
	1. Presentación: Propiedades de Crédito Fiscal y Pagos en “Cascada”	32
	2. Auditoría de BHP y Auditoría de Crédito Fiscal	33
	3. Informe Anual 2023 de Moving to Work	35
	4. Proyecto de Actividades de Moving to Work	49
10:50-11:00	<b>Asuntos de la Junta de Comisionados</b>	
	1. Anuncios y Otros Elementos de la Junta de Comisionados	
	2. Próximas Oportunidades de Conferencias	57
	3. Elementos Futuros de La Junta y Calendario de la Junta	58
11:00	<b>Aplazamiento</b>	

# 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](http://www.boulderhousing.org)  
Hearing Assistance: 1-800-659-3656

## FRAMEWORK FOR DECISION MAKING

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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**  
**Meeting of the Board of Commissioners**  
**May 15, 2024 | 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	Frank Alexander	Travis Culley
Commissioner Bissonette	Jason Acuña	
Commissioner Block	Julia Arencibia	
Commissioner Cooper	Karen Brunnemer	
Commissioner Fearer	Karin Stayton	
Commissioner Lord	Laura Sheinbaum	
Commissioner Schoenfeld	Lyndall Ellingson	
Commissioner Wallach	Rene Brodeur	
	Tim Beal	
	Tory Livingston	
	Will Kugel	

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

Commissioner Walker called the meeting of the Board of Commissioners to order at 9:05 am. A quorum was declared.

**II. Public Participation**

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

Travis Culley provided his opinions regarding the Resident Advisory Board (RAB).

Jeremy Durham, Executive Director, stated that the tenant-based voucher holders held a vote for the Resident Commissioner seat and that nomination was then ratified by the City of Boulder Mayor.

**III. Approval of the Meeting Minutes**

Consent agenda items approved:

1. Minutes from March 13, 2024

**COMMISSIONER BISSONETTE MOVED TO APPROVE THE MINUTES FROM MARCH 13, 2024. COMMISSIONER WALLACH SECONDED THE MOTION.** The motion to approve the minutes passed unanimously.

#### **IV. Financial Dashboard**

Will Kugel, Chief Financial Officer, and Frank Alexander, Deputy Director, went over the financial dashboard for March 2024 and answered questions from the Board.

Financial Performance: DSCR benchmarks show that both BHP properties and Tax Credit properties are performing well. Great occupancy numbers overall.

Staff noted that the Ciclo property has a higher vacancy rate than planned due to a vacant retail space that is managed by a private owner. Management is working on concerns about high HOA dues, which are increasing everywhere.

The Board discussed how waitlists are managed and open to the public and the increase of bureaucratic work due to more properties added to the BHP portfolio, which affects service efficiency.

The group discussed issues with applicants' income levels affecting their eligibility for housing programs, including those who barely exceed income limits and must navigate city rules for recertifications. For people who are barely over income, we refer them to our Bridgewalk or Foothills properties. The goal is to get people to the lowest rental housing available.

#### **V. Meeting Agenda**

##### **Boulder Housing Partners Foundation Board Liaison**

The Board discussed the process for having a BHP Foundation Board Liaison. Commissioner Schoenfeld has stepped down and Commissioner Bissonette will step in.

##### **Presentation: 2023 Annual Report**

Jeremy Durham presented the 2023 Annual Report and answered questions from the Board.

The Board discussed the issue of insurance in the state; Colorado has lost 14 insurers, which has increased insurance prices. As a Housing Authority, there is only one insurance company option, which also insures other HAs.

#### **VI. Board Matters**

##### Announcements and Other Items from the Board

Commissioner Fearer mentioned that during the City Council Meeting on May 2, 2024, a BHP resident made a public comment. Commissioner Fearer spoke with City Council Member Tara Wiener about following up on the comment.

Jeremy said that BHP provided a response to City Council.

##### Conference Opportunities

Commissioners are welcome to contact Jason Acuña if they are interested in attending any conference opportunities.

##### Future Board Items

Commissioner Fearer said that he's interested in learning more about climate resilience and how it affects BHP, including the blackout that happened recently in Boulder.

## **VII. Executive Session**

**COMMISSIONER WALLACH MADE A MOTION TO RECESS INTO EXECUTIVE SESSION PER COLORADO STATUTE C.R.S. 24-6-402(4)(A) TO DISCUSS REAL ESTATE MATTERS. COMMISSIONER GRANO SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

The Board recessed at 10:23 am into Executive Session as per Colorado Statute C.R.S. 24-6-402(4)(a) to discuss Real Estate Matters.

**COMMISSIONER COOPER MADE A MOTION TO ADJOURN THE EXECUTIVE SESSION OF THE BOARD OF COMMISSIONERS. COMMISSIONER LORD SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

The Board met in executive session for 26 minutes at which time the only matters discussed were those related to Real Estate matters.

**COMMISSIONER WALLACH MADE A MOTION TO AUTHORIZE BOULDER HOUSING PARTNERS TO ENTER AN LOI TO ACQUIRE THE ASSETS DISCUSSED IN EXECUTIVE SESSION PURSUANT TO THE TERMS AND CONDITIONS DISCUSSED IN EXECUTIVE SESSION. COMMISSIONER GRANO SECONDED THE MOTION. COMMISSIONER LORD RECUSED FROM THE VOTE. THE MOTION PASSED UNANIMOUSLY.**

**COMMISSIONER GRANO MADE A MOTION TO APPROVE RESOLUTION #2024-3 FOR THE PURCHASE OF 6500-6560 GUNPARK DRIVE AND 6570 SPINE ROAD FOR FUTURE AFFORDABLE HOUSING GUNBARREL. COMMISSIONER WALLACH SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

**COMMISSIONER LORD MADE A MOTION TO RECESS INTO EXECUTIVE SESSION PER COLORADO STATUTE C.R.S. 24-6-402(4)(F) TO DISCUSS PERSONNEL MATTERS. COMMISSIONER GRANO SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

The Board recessed at 11:53 am into Executive Session as per Colorado Statute C.R.S. 24-6-402(4)(f) to discuss Personnel Matters.

**COMMISSIONER WALLACH MADE A MOTION TO ADJOURN THE EXECUTIVE SESSION OF THE BOARD OF COMMISSIONERS. COMMISSIONER FEARER SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

The Board met in executive session for 27 minutes at which time the only matters discussed were those related to Personnel matters.

**COMMISSIONER COOPER MADE A MOTION TO APPROVE THE MATTER THAT WAS DISCUSSED DURING EXECUTIVE SESSION OF THE BOARD OF COMMISSIONERS. COMMISSIONER WALLACH SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**



**VIII. Adjourn**

The meeting of the Board of Commissioners adjourned at 12:30 am.

Seal

DATE: 5/15/2024

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

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Jeremy Durham  
Executive Director

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Jason Acuña  
Recording Secretary

**BOULDER HOUSING PARTNERS**  
**Reunión de la Junta de Comisionados**  
**15 de mayo de 2024 | 9:00 am**  
**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	Frank Alexander	Travis Culley
Commissioner Bissonette	Jason Acuña	
Commissioner Block	Karen Brunner	
Commissioner Cooper	Karin Stayton	
Commissioner Fearer	Laura Sheinbaum	
Commissioner Lord	Lyndall Ellingson	
Commissioner Schoenfeld	Tim Beal	
Commissioner Wallach	Tory Livingston	
	Will Kugel	

### **I. Llamado al Orden y Determinación de un Quórum**

El Comisionado Walker dio inicio a la reunión de la Junta de Comisionados a las 9:05 am. 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](http://boulderhousing.org)) en inglés y español.

Travis Culley brindó sus opiniones sobre la Junta Asesora de Residentes (RAB por sus siglas en inglés).

Jeremy Durham, director ejecutivo, declaró que el RAB realizó una votación para el puesto de Comisionado Residente y luego la nominación fue ratificada por el alcalde de la ciudad de Boulder. Jeremy aclaró que BHP salió de Vivienda Pública y, por lo tanto, no tiene viviendas de HUD. Esta fue una medida de BHP para invertir \$45.8 millones para mantener la asequibilidad en nuestras comunidades.

### **III. Aprobación del Acta de la Reunión**

Puntos de la agenda de consentimiento aprobados:

1. Acta del 13 de marzo de 2024

**EL COMISIONADO BISSONETTE SE MOVIÓ PARA APROBAR EL ACTA DEL 13 DE MARZO DE 2024. EL COMISIONADO WALLACH APOYÓ LA MOCIÓN. LA MOCIÓN PARA APROBAR EL ACTA PASÓ POR UNANIMIDAD.**

#### **IV. Tablero Financiero**

Will Kugel, director financiero, y Frank Alexander, subdirector, revisaron el panel financiero de marzo de 2024 y respondieron preguntas de la junta.

Desempeño financiero: Los puntos de referencia de DSCR muestran que tanto las propiedades de BHP como las de crédito fiscal están funcionando bien. Excelentes cifras de ocupación en general.

El personal señaló que la propiedad de Ciclo tiene una tasa de desocupación más alta de lo planeado debido a un espacio comercial desocupado administrado por un propietario privado. La organización está trabajando en las preocupaciones sobre las altas cuotas de la Asociación de Propietarios (HOA por sus siglas en inglés), que están aumentando en todas partes.

La Junta discutió cómo se administran y abren al público las listas de espera y el aumento del trabajo burocrático debido a la incorporación de más propiedades al portafolio de BHP, lo que afecta la eficiencia del servicio.

El grupo discutió problemas con los niveles de ingresos de los solicitantes que afectan su elegibilidad para programas de vivienda, incluidos aquellos que apenas exceden los límites de ingresos y deben navegar por las reglas de la ciudad para obtener recertificaciones. Para las personas que apenas superan sus ingresos, las remitimos a nuestras propiedades en Bridgewalk o Foothills. El objetivo es llevar a la gente a las viviendas de alquiler más bajas disponibles.

#### **V. Agenda de la Reunión**

##### **Enlace con la junta directiva de la Fundación Boulder Housing Partners**

La Junta discutió el proceso para tener un enlace con la Junta Directiva de la Fundación BHP. La comisionada Schoenfeld ha dimitido y el comisionado Bissonette ocupará su puesto.

##### **Presentación: Informe Anual 2023**

Jeremy Durham presentó el Informe Anual de 2023 y respondió las preguntas de la Junta.

La Junta discutió el tema de los seguros en el estado; Colorado ha perdido 14 aseguradoras, lo que ha aumentado los precios de los seguros. Como Autoridad de Vivienda, sólo existe una opción de compañía de seguros, que también asegura a otras autoridades de viviendas.

#### **VI. Asuntos de la Junta**

##### Anuncios y Otros Elementos de la Junta

El comisionado Fearer mencionó que durante la reunión del Concejo Municipal del 2 de mayo de 2024, un residente de BHP hizo un comentario público. El comisionado Fearer habló con la concejal Tara Wiener sobre el seguimiento del comentario.

Jeremy dijo que BHP brindó una respuesta al Concejo Municipal.

##### Oportunidades de Conferencias

Los comisionados pueden comunicarse con Jason Acuña si están interesados en asistir a alguna conferencia.

##### Elementos Futuros de la Junta

El comisionado Fearer dijo que está interesado en aprender más sobre la resiliencia climática y cómo afecta a BHP, incluido el corte de luz que ocurrió recientemente en Boulder.

## **VII. Sesión Ejecutiva**

**EL COMISIONADO WALLACH PRESENTÓ UNA MOCIÓN PARA ENTRAR EN LA SESIÓN EJECUTIVA SEGÚN EL ESTATUTO DE COLORADO C.R.S. 24-6-402(4)(A) PARA DISCUTIR ASUNTOS INMOBILIARIOS. LA COMISIONADA GRANO APROBÓ LA MOCIÓN. LA MOCIÓN APROBÓ POR UNANIMIDAD.**

La Junta entró en receso a las 10:23 am en la Sesión Ejecutiva según el Estatuto de Colorado C.R.S. 24-6-402(4)(a) para discutir Asuntos Inmobiliarios.

**LA COMISIONADA COOPER PRESENTÓ UNA MOCIÓN PARA LEVANTAR LA SESIÓN EJECUTIVA DE LA JUNTA DE COMISIONADOS. LA COMISIONADA LORD APROBÓ LA MOCIÓN. LA MOCIÓN APROBÓ POR UNANIMIDAD.**

La Junta se reunió en sesión ejecutiva durante 26 minutos, momento en el cual los únicos asuntos tratados fueron los relacionados con asuntos Inmobiliarios.

**EL COMISIONADO WALLACH PRESENTÓ UNA MOCIÓN PARA AUTORIZAR A BOULDER HOUSING PARTNERS A ENTRAR EN UNA LOI PARA ADQUIRIR LOS ACTIVOS DISCUTIDOS EN LA SESIÓN EJECUTIVA DE CONFORMIDAD CON LOS TÉRMINOS Y CONDICIONES DISCUTIDOS EN LA SESIÓN EJECUTIVA. LA COMISIONADA GRANO APROBÓ LA MOCIÓN. LA COMISIONADA LORD SE RECUSÓ DE LA VOTACIÓN. LA MOCIÓN APROBÓ POR UNANIMIDAD.**

**LA COMISIONADA GRANO PRESENTÓ UNA MOCIÓN PARA APROBAR LA RESOLUCIÓN #2024-3 PARA LA COMPRA DE 6500-6560 GUNPARK DRIVE Y 6570 SPINE ROAD PARA FUTURAS VIVIENDAS ASEQUIBLES GUNBARREL. EL COMISIONADO WALLACH APOYÓ LA MOCIÓN. LA MOCIÓN APROBÓ POR UNANIMIDAD.**

**LA COMISIONADA LORD PRESENTÓ UNA MOCIÓN PARA ENTRAR EN LA SESIÓN EJECUTIVA SEGÚN EL ESTATUTO DE COLORADO C.R.S. 24-6-402(4)(F) PARA DISCUTIR ASUNTOS DE PERSONAL. LA COMISIONADA GRANO APROBÓ LA MOCIÓN. LA MOCIÓN APROBÓ POR UNANIMIDAD.**

La Junta entró en receso a las 11:53 am en la Sesión Ejecutiva según el Estatuto de Colorado C.R.S. 24-6-402(4)(f) para discutir Asuntos de Personal.

**EL COMISIONADO WALLACH PRESENTÓ UNA MOCIÓN PARA LEVANTAR LA SESIÓN EJECUTIVA DE LA JUNTA DE COMISIONADOS. EL COMISIONADO FEARER APOYÓ LA MOCIÓN. LA MOCIÓN APROBÓ POR UNANIMIDAD.**

La Junta se reunió en sesión ejecutiva durante 27 minutos, momento en el cual los únicos asuntos tratados fueron los relacionados con asuntos de Personal.

**LA COMISIONADA COOPER PRESENTÓ UNA MOCIÓN PARA APROBAR EL ASUNTO QUE FUE DISCUTIDO DURANTE LA SESIÓN EJECUTIVA DE LA JUNTA DE COMISIONADOS. EL COMISIONADO WALLACH APOYÓ LA MOCIÓN. LA MOCIÓN APROBÓ POR UNANIMIDAD.**

## **VIII. Aplazar**

La reunión de la Junta de Comisionados terminó a las 12:30 pm.

Sello  
FECHA: 15 de mayo de 2024

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

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Jeremy Durham  
Director Ejecutivo

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Jason Acuña  
Secretario de Actas



**BHP Financial & Operations Update – BHP Board Meeting**  
*Wednesday, June 12*

Boulder Housing Partners  
[www.boulderhousing.org](http://www.boulderhousing.org)  
720-564-4610  
[bhpinfo@boulderhousing.org](mailto:bhpinfo@boulderhousing.org)





# Finance & Operations Metrics

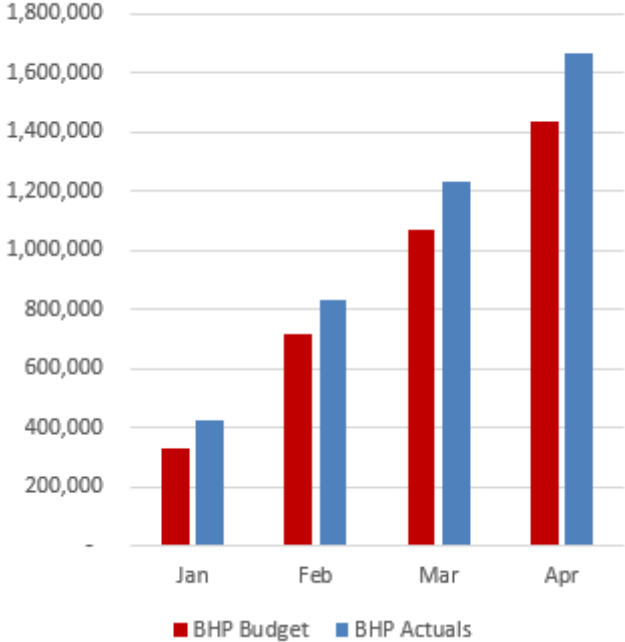
# BHP Key Metrics

## BHP Net Income

	YTD	YTD	%
	Actual	Budget	Diff
Revenue	19,394,521	16,847,265	15%
Expense	(13,075,273)	(12,816,467)	-2%
	6,319,248	4,030,799	

- BHP Revenue significantly exceeds budget.
- Expenses near budget.

## BHP NOI - YTD



- NOI above budgeted levels.

## BHP Quick Ratio



- Cash to current liabilities is strong. (Quick ratio above 2.0)



# Tax Credits Key Metrics

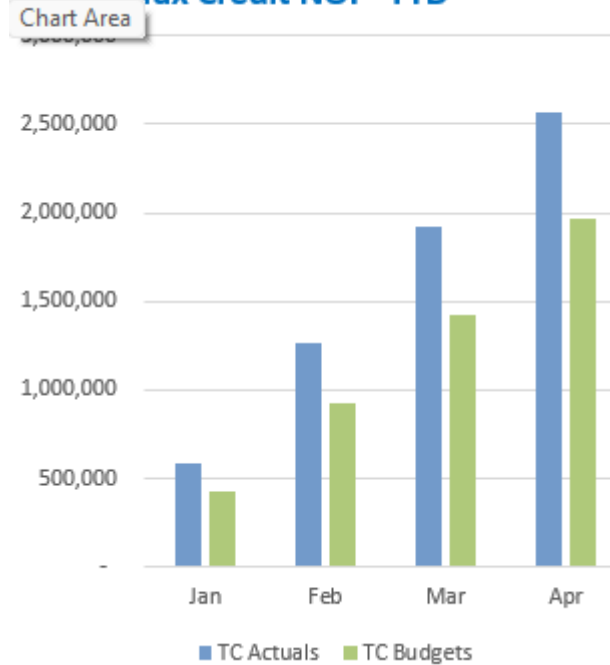
## LIHTC Net Income

	YTD	YTD	%
	Actual	Budget	Diff
Revenue	5,694,258	5,138,561	11%
Expense	(8,821,686)	(8,836,481)	0%
	(3,127,429)	(3,697,920)	

excludes Tantra Lake, Hilltop, Hawthorn Court, Rally Flats

- Revenue above budgeted levels.

## Tax Credit NOI - YTD



- NOI above budgeted levels.

## LIHTC Quick Ratio



- Cash to current liabilities is strong. (Quick ratio above 1.1)

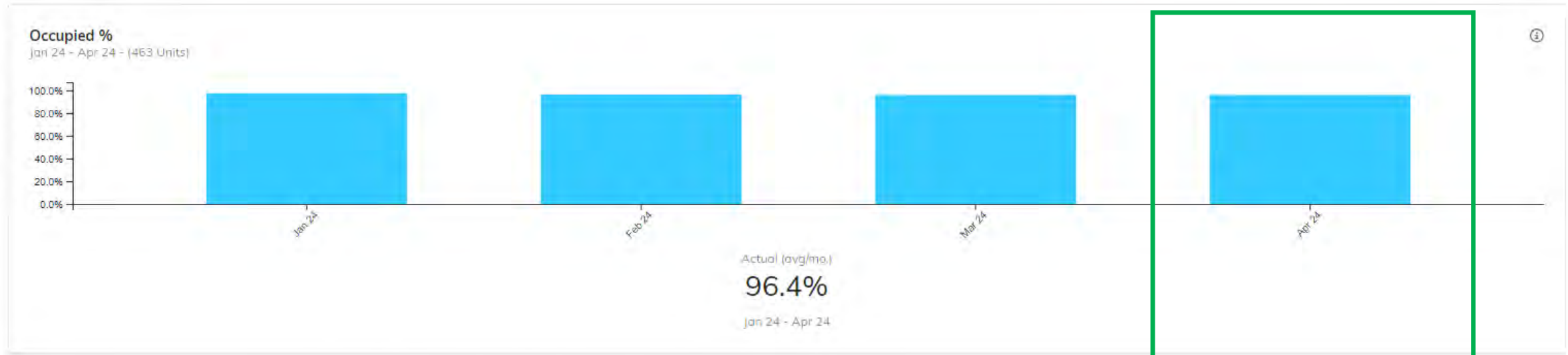
# Occupancy – BHP Properties

**April 2024:** 95.9%  
**YTD:** 96.4%

## All Properties

Report Generated 06/05/2024

< All Properties >



KPI	Jan 24	Feb 24	Mar 24	Apr 24	All Months
Occupied %	97.4%	96.3%	95.9%	95.9%	96.4%

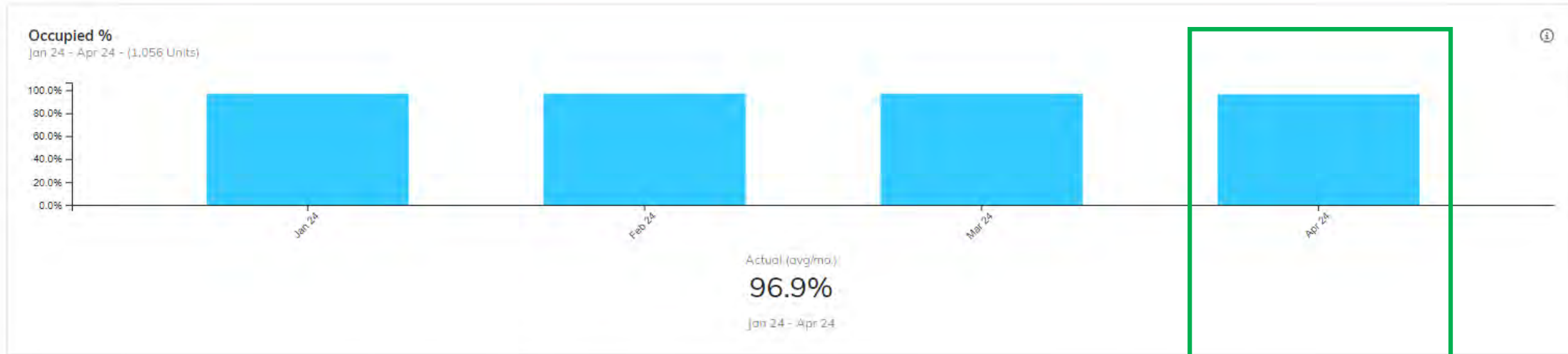
# Occupancy – Tax Credit Properties

**April 2024:** 96.5%  
**YTD:** 96.9%

## All Properties

Report Generated 06/05/2024

< All Properties >



KPI	Jan 24	Feb 24	Mar 24	Apr 24	All Months
Occupied %	96.9%	97.1%	96.9%	96.5%	96.9%

# Occupancy – Details (Jan - April 2024)

## April 2024 Overall Actuals:

- **BHP: 96.4% Overall**
- **Tax Credits: 96.9% Overall**

## 2024 Budget Benchmarks:

- 95% Occupancy – Senior
- 94% Multi-family

	96.0% +
	94% to 96%
	Below 94.0%

BHP Properties	Units	Occupancy %
<i>Arapahoe Court (2)</i>	14	N/A
<i>Arapahoe East</i>	11	100.0%
<i>Dakota Ridge</i>	13	93.3%
<i>Midtown</i>	13	88.2%
<i>Sanitas Place</i>	12	100.0%
<i>Twin Pines</i>	22	97.5%
<b>Combine Loan One Subtotal</b>	<b>71</b>	
<i>Hayden Place</i>	24	95.0%
<i>Whittier</i>	10	94.8%
<b>Combine Loan Two Subtotal</b>	<b>34</b>	
<i>Casey</i>	6	N/A
<i>Cedar</i>	13	88.3%
<b>Combine Loan Three Subtotal</b>	<b>19</b>	
<i>Twenty37 Walnut (2)</i>	26	91.8%
<i>Bridgewalk</i>	123	97.4%
<i>Broadway East</i>	44	89.7%
<i>Foothills</i>	74	99.5%
<i>Hayden Place 2 (3)</i>	6	95.6%
<i>Trout Farms</i>	31	98.2%
<i>Holiday</i>	49	99.1%
<i>Vistoso</i>	15	100.0%

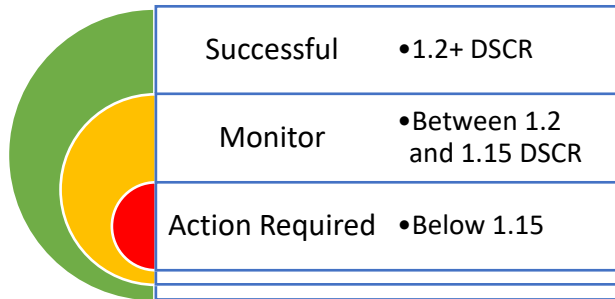
Tax Credit Properties	Units	Occupancy %
<i>Tantra Lake Apartments</i>	185	94.7%
<i>Broadway West</i>	26	99.2%
<i>High Mar</i>	59	98.6%
<i>Lee Hill (4)</i>	31	90.7%
<i>Palo Park</i>	35	97.9%
<i>Red Oak Park</i>	59	97.8%
<i>Ciclo</i>	38	90.1%
<i>Canopy</i>	41	97.8%
<i>30 Pearl</i>	120	97.3%
<i>WestView</i>	34	99.2%
<b>West End Communities</b>	<b>116</b>	<b>97.5%</b>
<i>Canyon Pointe</i>	82	98.7%
<i>Glen Willow</i>	34	94.5%
<b>Madison Woods</b>	<b>68</b>	<b>97.8%</b>
<i>Madison</i>	33	97.7%
<i>Woodlands</i>	35	98.0%
<b>Boulder Communities</b>	<b>279</b>	<b>97.8%</b>
<i>Diagonal Court</i>	30	99.5%
<i>Iris Hawthorn</i>	14	90.0%
<i>Kalmia</i>	49	98.1%
<i>Manhattan</i>	41	98.7%
<i>Northport</i>	50	98.6%
<i>Walnut Place</i>	95	97.5%

# Debt Service Coverage Ratio (DSCR)

*Definition: The debt-service coverage ratio (DSCR) measures a projects available cash flow to pay current debt obligations. The DSCR shows investors and lenders whether a BHP or tax credit project has enough income to pay its debts. The ratio is calculated by dividing net operating income by debt service, including principal and interest.*

## BHP Property Analysis:

- For the first four (4) months of the year, all BHP properties are meeting DSCR.



BHP Properties	Address	Units	Debt Service Coverage Ratio (1) <small>BHP Target 1.15</small>	
Arapahoe Court (2)	951,953 Arapahoe	14	-	
Arapahoe East	4610 Arapahoe	11	2.46	
Dakota Ridge	4900 10th St.	13	2.49	
Midtown	837 20th St.	13	1.84	
Sanitas Place	3640 Broadway	12	2.10	
Twin Pines	1700 22nd St.	22	2.38	
<b>Combine Loan One Subtotal</b>		<b>71</b>	<b>2.31</b>	✓
Hayden Place	34th & Hayden Place	24	2.62	
Whittier	1946 Walnut St.	10	3.34	
<b>Combine Loan Two Subtotal</b>		<b>34</b>	<b>2.80</b>	✓
Casey	2453 Broadway	6	0.91	
Cedar	1240 Cedar	13	1.80	
<b>Combine Loan Three Subtotal</b>		<b>19</b>	<b>1.40</b>	✓
Twenty37 Walnut (2)	2037 Walnut	26	-	
Bridgewalk	602-698 Walden Circle	123	1.28	✓
Broadway East	3160 Broadway	44	2.86	✓
Foothills	4500 block of 7th/8th	74	1.92	✓
Hayden Place 2	3480 Hayden Place	6	2.05	✓
Trout Farms	2727 Folsom	31	1.75	✓
Holiday	1500 Lee Hill	49	2.42	✓
Vistoso	4500 Baseline	15	2.69	✓

**NOTES:**

- (1) DSCR is calculated after required reserve contributions.
- (2) Public Housing and Twenty37 Walnut do not have mortgages
- (3) Hayden Place 2 DSCR is FYI only. No formal requirement.

# Debt Service Coverage Ratio (DSCR)

*Definition: The debt-service coverage ratio (DSCR) measures a projects available cash flow to pay current debt obligations. The DSCR shows investors and lenders whether a BHP or tax credit project has enough income to pay its debts. The ratio is calculated by dividing net operating income by debt service, including principal and interest.*

## Tax Credit Property Analysis:

- All data is through 4/30/2024. All tax credit entities except for Ciclo are meeting DSCR requirements.
- Ciclo is a property that consistently struggles to meet DSCR.
  - Ciclo DSCR is slightly better in April compared to March.
  - BHP Finance & Operations Teams have developed an action plan for Ciclo to address DSCR performance.
    - \$5K per month in revenue increase from higher occupancy efforts.
    - Bill HOA ~\$2K per month for costs currently covered by Ciclo but should be the HOA responsibility.

Tax Credit Properties	Address	Units	Debt Service Coverage Ratio	
				BHP Target 1.15
Broadway West	3120 Broadway	26	🟢	3.00
High Mar	4990 Moorhead Ave	59	🟢	1.84
Lee Hill (4)	1175 Lee Hill	31	🟢	1.45
Palo Park	3295 Palo Pkwy	35	🟢	1.79
Red Oak Park	27th & Valmont	59	🟢	1.98
Ciclo	3390 Valmont	38	🔴	0.87
Canopy	26th Valmont & 29th Arnett	41	🟢	1.59
30 Pearl	3075 Pearl & 3001 Spruce	120	🟢	1.41
WestView	4600 Broadway	34	🟢	1.55
West End Communities	Various	116	🟢	1.66
Canyon Pointe	700 Walnut	82	🟢	1.93
Glen Willow	301-333 Pearl St	34	🔴	0.99
Madison Woods	Various	68	🟢	1.78
Madison		33	🟢	1.52
Woodlands		35	🟢	2.07
Boulder Communities	Various	279	🟡	1.63
<b>Tax Credit Sub Total excluding Lee Hill (5):</b>		<b>875</b>		<b>1.62</b>

(4) Lee Hill has no mortgage, hence no DSCR

(5) Tantra excluded above; pending perm loan conversion.

	1.2+
	1.15 to 1.2
	Below 1.15

# BHP Cash Position

## BHP Operating Cash & Development Resources as of 4/30/24.

- Current Balances all exceed specific balance goals.

**Operating Cash**

**Current Operating Cash / Ins Reserve**  
5,329,091

**2024 Annualized Expenses**  
\$ 18,789,312

**\$ 3.4 Months**

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

BHP Cash Report 4/30/2024					
	April 2024	Change From Prior Month	YTD Change	Board Goal	Surplus / Deficit to Goal
<b>Unrestricted Cash Available for Operations</b>					
BHP Operating Cash	● \$ 4,476,759	\$ 722,369	\$ 1,016,484	\$ 2,750,000	\$ 1,726,759
Insurance Reserve	● \$ 852,332	\$ 145	\$ 3,388	\$ 650,000	\$ 202,332
BHP Replacement Reserves	● \$ 4,326,815	\$ (86,909)	\$ (166,017)	\$ 1,771,000	\$ 2,555,815
<b>Total Unrestricted BHP Cash</b>	<b>\$ 9,655,906</b>	<b>\$ 635,605</b>	<b>\$ 853,856</b>	<b>\$ 5,171,000</b>	<b>\$ 4,484,906</b>
	April 2024	Change From Prior Month	YTD Change		
<b>Development Resources, Including LOC</b>					
Development Equity Fund	\$ 6,418,702	\$ 4,331,547	\$ 3,418,113		
Line of Credit - Available	\$ 10,000,000	\$ -	\$ -		

# Tax Credits Cash Position

## Tax Credit Cash Balances as of 4/30/24.

- Cash position is strong at the tax credits properties.

Tax Credit Cash Report (4/30/2024)			
	April 2024	Change From Prior Month	YTD Change
<b>Cash Category</b>			
Operating Cash (Unrestricted)	\$ 4,521,722	\$ (315,230)	\$ 356,664
Replacement Reserves (Restricted) (1)	\$ 1,678,558	\$ (43,166)	\$ (116,920)
<b>Total</b>	<b>\$ 6,200,280</b>	<b>\$ (358,395)</b>	<b>\$ 239,744</b>

(1) Includes \$143K of replacement reserves in CDs.



# Questions



## Financial Summary

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April

**BHP**  
**Statement of Activities**  
**Year to Date - April 30, 2024**

	YTD Actual	YTD Budget	Variance \$	% Var	Ref	Variance Explanation
<b>PROPERTY MANAGEMENT OPERATIONS</b>						
<b>REVENUE (Excludes HAP)</b>						
<b>Operations Revenue</b>						
Tenant Dwelling Rental	\$ 3,117,339	3,017,608	\$ 99,731	3%		
HUD-Operating Subsidy	13,390	3,600	9,790	272%		
<b>Total Operations Revenue</b>	<b>3,130,729</b>	<b>3,021,208</b>	<b>109,521</b>	<b>4%</b>		
<b>Fee Revenue</b>						
Property Mgmt & Asset Mgmt Fees	201,835	203,106	(1,272)	-1%		
Mgmt Fees - Tax Credits	578,750	516,673	62,077	12%	A	Favorable variance caused by increases in rents charged than compared to budget for LIHTC properties
Resident Service Income	166,434	164,676	1,758	1%		
<b>Total Fee Revenue</b>	<b>947,019</b>	<b>884,455</b>	<b>62,564</b>	<b>7%</b>		
<b>Grants and Subsidies</b>						
Non Federal Grants and Donations	72,353	42,696	29,657	69%		
Federal Operating Grants	-	-	-	0%		
<b>Total Grants and Subsidies</b>	<b>72,353</b>	<b>42,696</b>	<b>29,657</b>	<b>69%</b>		
<b>Other Revenue</b>						
Tenant Fees and Utility Reimbursements	95,628	94,131	1,497	2%		
Maint Charges to Prop	878,110	906,443	(28,332)	-3%		
Miscellaneous Revenue	38,810	9,568	29,242	306%		
<b>Total Other Revenue</b>	<b>1,012,548</b>	<b>1,010,142</b>	<b>2,407</b>	<b>0%</b>		
<b>Total Operating Revenue; Property Management (Excluding HAP)</b>	<b>5,162,650</b>	<b>4,958,501</b>	<b>204,149</b>	<b>4%</b>		
<b>EXPENSES (Excludes HAP)</b>						
<b>Salaries and Benefits</b>						
Salaries and Benefits	2,577,899	2,761,146	183,247	7%	B	Higher employment vacancy than budgeted; and lower payroll benefit than budgeted
<b>Total Salaries and Benefits</b>	<b>2,577,899</b>	<b>2,761,146</b>	<b>183,247</b>	<b>7%</b>		
<b>Property Costs</b>						
Capital Improvement Mgmt Fees	-	-	-	0%		
Management Fees	-	-	-	0%		
Maintenance Materials	88,863	84,081	(4,782)	-6%		
Contract Labor & Repairs	231,523	333,272	101,749	31%	C	Favorable variance likely timing related for flooring repairs, painting, grounds work, fire protection and environmental testing.
BHP Contract Labor	301,942	276,178	(25,764)	-9%	D	Unfavorable variance due to higher utilization of BHP Maintenance staff (versus 3rd party) for painting and property inspections.
Extraordinary Expense	76,754	4,267	(72,487)	-1699%	E	More costs were incurred than budgeted from freeze flood events, mold and plumbing/water leak issues, some likely insurance related, plus asphalt work.
Trash and Recycling	42,742	41,481	(1,261)	-3%		
Utilities	228,594	242,035	13,440	6%		
PILOT & HOA Fees	123,542	127,787	4,245	3%		

**BHP**  
**Statement of Activities**  
**Year to Date - April 30, 2024**

	YTD Actual	YTD Budget	Variance \$	% Var	Ref	Variance Explanation
Selling Expenses	-	-	-	100%		
<b>Total Property Costs</b>	<b>1,093,960</b>	<b>1,109,100</b>	<b>15,141</b>	<b>1%</b>		
<b>Other Operating Expenses</b>						
Dues and Fees	34,619	32,548	(2,071)	-6%		
Consultants & Contract Labor	44,945	68,800	23,855	35%		
Software & Expendable Equipment	126,412	157,261	30,849	20%		
Insurance Expense	184,294	180,723	(3,571)	-2%		
Legal Expense	14,948	27,833	12,886	46%		
Mileage & Vehicle Expense	66,783	70,526	3,743	5%		
Miscellaneous - Expense	91,888	93,127	1,239	1%		
Office Supplies & Other Administrative Expenses	23,655	19,415	(4,240)	-22%		
Phone, Printing & Postage Expense	63,759	71,343	7,583	11%		
Staff Training	11,660	44,499	32,839	74%		
Property Mgmt & Asset Mgmt Fees	166,166	169,786	3,620	2%		
Resident Services Fees	9,646	11,280	1,634	14%		
Sustainability Grant Expense	-	5,000	5,000	100%		
<b>Total Other Operating Costs</b>	<b>838,774</b>	<b>952,141</b>	<b>113,366</b>	<b>12%</b>		
<b>Total Property Management Operating Expenses</b>	<b>4,510,633</b>	<b>4,822,387</b>	<b>311,754</b>	<b>6%</b>		
<b>Net Operating Income; Property Mgmt</b>	<b>652,017</b>	<b>136,114</b>	<b>515,902</b>	<b>-379%</b>		

**Voucher Programs; Federal & Local**

**Housing Assistance Programs (HAP):**

<b>Voucher Revenue</b>						
HCV - HAP Revenue	5,745,665	5,435,705	309,960	6%	F	Favorable due to expected budget lower than actuals
HCV - Fraud Recovery Rev	14,314	-	14,314	N/A		
Federal Service Grants & Local Voucher Funding	551,933	514,857	37,076	7%		
<b>Total Voucher Revenue</b>	<b>6,311,911</b>	<b>5,950,562</b>	<b>361,349</b>	<b>6%</b>		
<b>Voucher Expenses</b>						
HCV-HAP Expense	6,124,512	5,444,825	(679,687)	-12%	G	Unfavorable due to budgeted lower than actual HAP subsidy payments made; in line with higher revenues recorded
Federal Service Grant Expense & Local Voucher payments	553,568	508,857	(44,711)	-9%	H	Unfavorable due to greater COB HAP expense, than budgeted at \$52K per month.
<b>Total Voucher expense</b>	<b>6,678,080</b>	<b>5,953,682</b>	<b>(724,398)</b>	<b>-12%</b>		
<b>HAP - Net Operating Income (Loss)</b>	<b>(366,169)</b>	<b>(3,120)</b>	<b>(363,049)</b>	<b>-11636%</b>		

**Admin program:**

**Admin Revenue**

HCV-HAP Admin Fees	509,975	470,592	39,383	8%
Other Admin Fees	4,500	6,000	(1,500)	-25%
<b>Total Admin Revenue</b>	<b>514,475</b>	<b>476,592</b>	<b>37,883</b>	<b>8%</b>

**Admin Expenses**

**BHP**  
**Statement of Activities**  
**Year to Date - April 30, 2024**

	YTD Actual	YTD Budget	Variance \$	% Var	Ref	Variance Explanation
Salaries and Benefits	375,319	398,090	22,771	6%		
Management Fees	145,869	138,156	(7,713)	-6%		
HQS Inspections	23,616	16,000	(7,616)	-48%		
Other Admin Expenses	34,474	29,796	(4,678)	-16%		
<b>Total Admin expense</b>	<b>579,278</b>	<b>582,042</b>	<b>2,764</b>	<b>0%</b>		
<b>Admin - Net Operating Income (Loss)</b>	<b>(64,803)</b>	<b>(105,450)</b>	<b>40,647</b>	<b>39%</b>		
<b>Net Operating Income; Voucher &amp; Admin programs</b>	<b>(430,972)</b>	<b>(108,570)</b>	<b>(322,401)</b>	<b>-297%</b>		
Operating Transfers IN / OUT	-	-	-	-		
<b>Non-Operating Income (Expense)</b>						
Development Fees	482,000	671,000	(189,000)	-28%	I	Developer fee for Hawthorn was reduced to \$482K in Nov 2023 (after budget was built)
Interest Income	1,813,565	1,457,277	356,288	24%	J	The two main factors driving the variance are Soft Debt Interest earned on Hilltop (Mt Calvary) of \$108K and Rally Flats of \$138K, and Hawthorn Court of \$18K, all of which was not budgeted. Also contributing to the positive variance is \$93K interest income on deposits higher due to higher interest rates earned on cash accounts.
Non-Federal Capital Grants & Donations	5,101,095	3,333,333	1,767,762	53%	K	COB funds (\$5m) for Hawthorn Ct were received. Remainder of funds are budgeted to be received in May & September.
Federal Capital Grants	8,825	-	8,825	0%		
Depreciation & Amortization	(747,452)	(749,555)	2,104	0%		
Non-Capital Reserve Spending	1,050	(53,667)	54,717	102%	L	Timing
PreDevelopment costs	-	(88,333)	88,333	100%	M	Timing
Mortgage and Other Interest Expense	(560,881)	(566,800)	5,919	1%		
Financing Costs; refi mortgages	-	-	-	0%		
HCV - HAP Revenue for Capital Acquisitions	-	-	-	0%		
<b>Total Non-Operating Income (Expense)</b>	<b>6,098,203</b>	<b>4,003,255</b>	<b>2,094,948</b>	<b>52%</b>		
<b>Net Income before Gain (loss) Acq. /Disp. of Assets</b>	<b>6,319,248</b>	<b>4,030,799</b>	<b>2,288,449</b>	<b>-57%</b>		
Gain (Loss) on Acq./Disp. of Assets	4,336	-	4,336			
<b>TOTAL NET INCOME (LOSS)</b>	<b>6,323,583</b>	<b>4,030,799</b>	<b>2,292,785</b>	<b>-57%</b>		

Note: Explanations provided for positive variances >\$50,000 and 5% and for negative variances >\$25,000 and 5%

**BHP**  
**Balance Sheet**  
**April 30, 2024 and December 31, 2023**

	Actual April-24	Actual December-23	Net Change (1) YTD	Ref	Comments
<b>ASSETS</b>					
<b>Current Assets</b>					
Unrestricted Cash and Cash Equivalents	\$ 11,473,799	\$ 7,440,530	\$ 4,033,269	N	Increase is primarily due to the receipt of approximately \$5M from the COB for Hawthorn Court in Jan 2024
Reserved Cash - Replacements and Other	5,179,147	5,341,775	(162,628)	O	Decrease due to workforce property unit rehabs.
Accounts Receivable	547,965	1,559,883	(1,011,918)	P	Decrease is largely due to \$1M Rally Flats developer fee paid out April
Accounts Receivable-Tax Credits	4,182,027	5,026,323	(844,297)	Q	Decrease mostly related to paydown of developer fee receivables from 2023 water fall payments. (developer fee receivables)
Notes Receivable – Current	1,165,030	1,824,333	(659,303)	R	Decrease related to paydown of soft debt notes + interest from 2023 water fall payments.
Prepaid Expenses	198,878	370,239	(171,362)	S	Decrease related to natural amortization of quarterly prepaid insurance.
<b>Total Current Assets</b>	<b>22,746,846</b>	<b>21,563,084</b>	<b>1,183,762</b>		
<b>Restricted Cash</b>					
Restricted Cash - Other	1,289,784	633,840	655,943	T	Approximately \$1M was received from the City of Boulder for the S8COB program in Jan 2024, that will be used monthly during 2024.
Restricted Cash - Section 8	28,799	15,102	13,698		
Restricted Cash - Tenant Security Deposits	473,393	520,483	(47,090)		
<b>Total Restricted Cash</b>	<b>1,791,975</b>	<b>1,169,424</b>	<b>622,551</b>		
<b>Capital Assets</b>					
Construction in Progress	2,881,809	3,262,677	(380,868)	U	Hawthorn Court CIP costs of \$1.5M were sold to LIHTC in April closing; Offset by addition of CIP costs related to other ongoing development projects (Hilltop, Rally, Gunpark), plus Capital Improvements to existing properties
Furniture Fixtures and Equipment	1,559,867	1,430,369	129,498	V	Increase related to addition of WiFi capital equipment
Real Estate Assets-Land and Buildings	105,020,740	107,419,596	(2,398,856)	W	Change is due to Hawthorn Court sold to LIHTC of \$2.5M; \$118K addition of building improvements placed in service.
Less: Accum Depreciation Real Estate Assets	(38,760,016)	(38,033,899)	(726,116)	X	Normal depreciation
<b>Total Capital Assets</b>	<b>70,702,401</b>	<b>74,078,744</b>	<b>(3,376,343)</b>		
<b>Other Assets</b>					
Notes Receivable	239,701,180	233,442,180	6,259,000	Y	Increase due to sale of Hawthorn Court to LIHTC
Development Fees Receivable	4,866,533	4,866,533	0		
Partnership Management Fees	215,728	206,309	9,420		
Interest Receivable Notes	19,021,497	17,360,336	1,661,161	Z	Normal interest accrued on LIHTC soft debt notes
Partnership Investments	1,282,013	1,272,283	9,729		
Net Amortized Costs	4,549,602	4,839,964	(290,362)	AA	2023 Year-end reclass; deferred pension inflow
Escrow Deposits Receivable	3,700	3,700	0		
<b>Total Other Assets</b>	<b>269,640,254</b>	<b>261,991,306</b>	<b>7,648,948</b>		
<b>TOTAL ASSETS</b>	<b>364,881,476</b>	<b>358,802,558</b>	<b>\$ 6,078,918</b>		
<b>LIABILITIES &amp; EQUITY</b>					
<b>LIABILITIES</b>					
<b>Current Liabilities</b>					
Accounts Payable	\$ 304,300	\$ 512,865	\$ (208,565)	BB	Difference is related to timing and premature receipt of HAP funds for April subsidy payments.
Accrued Payroll	228,322	211,565	16,757		
Accrued Payroll Taxes and Benefits	(0)	144,076	\$ (144,076)	CC	Timing related to PP01; liabilities was booked to year 2023, but paid in year 2024

**BHP**  
**Balance Sheet**  
**April 30, 2024 and December 31, 2023**

	Actual April-24	Actual December-23	Net Change (1) YTD	Ref	Comments
Accrued Compensated Absences	599,766	561,168	\$ 38,597		
Other Accrued Expenses	360,302	424,738	\$ (64,436)		
Deferred Revenue	1,327,775	628,717	\$ 699,058	DD	Mainly relates to prefunding of City of Boulder PSH Voucher program. BHP received almost \$1M for the program in Jan 2024 and the deferred revenue is being recognized each month when expended.
Current Portion of Long Term Debt (2)	2,108,499	2,097,441	\$ 11,057		
Current Port Bonds Payable	1,405,000	1,425,000	\$ (20,000)		
Prepaid Rent	42,902	24,987	\$ 17,915		
Security Deposits	487,368	476,685	\$ 10,683		
<b>Total Current Liabilities</b>	<b>6,864,234</b>	<b>6,507,242</b>	<b>356,992</b>		
<b>Long-Term Liabilities</b>					
Notes Payable	95,950,229	95,956,674	\$ (6,445)		
Mortgages Payable	42,540,368	42,847,022	\$ (306,654)	EE	Normal decrease in mortgage balances due to monthly payments.
Bonds Payable	285	2,053	\$ (1,769)		
Net Pension Liability	8,552,457	8,839,247	\$ (286,790)	FF	2023 Year-end reclass; deferred pension inflow
<b>Total Long-Term Liabilities</b>	<b>147,043,339</b>	<b>147,644,996</b>	<b>(601,657)</b>		
<b>TOTAL LIABILITIES</b>	<b>153,907,573</b>	<b>154,152,239</b>	<b>(244,666)</b>		
<b>EQUITY</b>					
Total Equity	210,973,903	204,650,319	6,323,583	GG	Per Year to Date; Net Income > Statement of Activities report
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$ 364,881,476</b>	<b>\$ 358,802,558</b>	<b>\$ 6,078,918</b>		

Note (1) : Explanations provided for balance sheet changes > \$100,000.

Note (2): BHP has a Line of Credit available for borrowing of up to \$10 Million.

**BHP**  
**Statement of Cash Flows**  
Year to Date - April 30, 2024

	Month Ending April 30th, 2024	Year to Date - 2024	Ref from Balance Sheet page	Comments
<b>Reconciliation of Net Income to Net Cash Provided</b>				
<b>(Used) by Operating Activities</b>				
<b>Net Income (Deficit)</b>	\$ 5,839,991	\$ 6,323,583	<b>GG</b>	<b>Flow through from Statement of Activities</b>
<b>Adjustments to Reconcile Net Income to Net Cash Provided (Used) by Operating Activities</b>				
Increase (Decrease) in Accum. Depreciation	188,983	1,016,479	<b>AA, X</b>	<b>Normal depreciation</b>
(Increase) Decrease in Accounts Receivable	1,222,034	2,101,661	<b>P, Q</b>	<b>Decrease mostly related to paydown of developer fee receivables from 2023 water fall payments.</b>
(Increase) Decrease in Prepaid Expenses	60,573	171,362	<b>S</b>	<b>Decrease related to natural amortization of quarterly prepaid insurance.</b>
Increase (Decrease) in Prepaid Rent and Security Deposits	18,034	28,598		
(Increase) Decrease in Reserved Cash	86,764	162,628	<b>O</b>	<b>Increase is primarily due to the receipt of approximately \$5M from the COB for Hawthorn Court in Jan 2024</b>
(Increase) Decrease in Restricted Cash	85,986	(622,551)	<b>T</b>	<b>There was an inflow of funds in early 2023 related to the PSH funds from the COB. These funds are being spent each month.</b>
Increase (Decrease) in Payables and Accrued Expenses	(1,511,886)	(607,168)	<b>BB, CC</b>	<b>Normal swing related to payments to vendors and intercompany balances at the end of 2023.</b>
Increase (Decrease) in Deferred Revenue	(93,723)	699,058	<b>DD</b>	<b>Mainly relates to prefunding of City of Boulder PSH Voucher program. BHP received almost \$1M for the program and the deferred revenue is being recognized each month when expended.</b>
Increase (Decrease) in Deferred Inflows	0	0		
Increase (Decrease) in Pension Liability	0	(286,790)	<b>FF</b>	<b>2023 Year-end reclass; deferred pension inflow</b>
<b>Total Adjustments</b>	<b>56,764</b>	<b>2,663,276</b>		
<b>Net Cash Provided (Used) by Operating Activities</b>	<b>5,896,756</b>	<b>8,986,859</b>		
<b>Cash Flows from Investing Activities</b>				
(Increase) Decrease in Construction in Process	1,448,182	380,868	<b>U</b>	<b>Relates to current Development projects underway (Alpine Balsam, Broadway East/West, Hawthorn, Hilltop, Rally, Orchard Grove &amp; GSA.</b>
(Increase) Decrease in Furniture Fixtures and Equipment	(173,281)	(129,498)	<b>V</b>	<b>Increase related to addition of WiFi capital equipment</b>
(Increase) Decrease in Real Estate Assets	2,445,987	2,398,856	<b>W</b>	<b>Decrease has come from the loss of value in Hawthorn Court's land after sale to LIHTC</b>
(Increase) Decrease in Notes and Interest Receivable	(6,170,984)	(7,280,007)	<b>R, Y, Z</b>	<b>Normal interest accrued on LIHTC soft debt notes</b>
<b>Net Cash Provided (Used) by Investing Activities</b>	<b>(2,450,096)</b>	<b>(4,629,780)</b>		
<b>Cash Flows from Financing Activities</b>				
Increase (Decrease) in Current Portion of Long Term Debt	(5,000)	(20,000)		
Increase (Decrease) in Notes Payable	20,238	(6,445)		
Increase (Decrease) in Mortgages and Bonds Payable	(63,753)	(297,365)	<b>EE</b>	<b>Normal payments on debt</b>
<b>Net Cash Provided (Used) by Financing Activities</b>	<b>(48,515)</b>	<b>(323,810)</b>		
<b>Net Increase (Decrease) in Cash and Cash Equivalents</b>				
Net Increase (Decrease) in Cash and Cash Equivalents	3,398,145	4,033,269		
Unrestricted Cash and Cash Equivalents - Beginning	8,075,654	7,440,530	<b>N</b>	<b>A net of \$914k has been paid out of the development fund for predev and construction costs during 2024.</b>
<b>Unrestricted Cash and Cash Equivalents - Ending</b>	<b>11,473,799</b>	<b>11,473,799</b>		



# Equity Payments and Developer Fee Timing



## Example



### 01 1<sup>st</sup> Contribution: Upon Close (20% of total project equity)

#### LIHTC Books

- Record 1<sup>st</sup> Contribution as Equity contribution and CIP (Construction in Progress) (e.g., Tantra \$5,990,200)

#### BHP Books

- Per project LPA, Developer earns a portion of the contribution as developer fee. (e.g., Tantra \$500,000)
- Records cash received and recognize revenue - no timing difference.

### 02 2<sup>nd</sup> Contribution: Upon Construction Completion (15% of total project equity)

#### LIHTC Books

- Record 2<sup>nd</sup> Contribution as Equity contribution and cash (e.g., Tantra \$4,492,650)

#### BHP Books

- Records a portion of developer fee receivable (short term) and recognize revenue (e.g., Tantra \$1,886,728)
- Records a portion of deferred developer fee receivable (long term) and recognize revenue (e.g., Tantra \$2,430,808)

### 03 3<sup>rd</sup> Contribution: Upon "Stabilization" (64% of total project equity)

#### LIHTC Books

- Record 3<sup>rd</sup> contribution as equity and the funds are used to pay down construction loan and convert to permanent loan, record equity, move CIP to Fixed Assets, record perm debt.

#### BHP Books

- Per specific LPA, Developer receives a cash payment of developer fee.
- Records cash received and reduces receivable recorded from 2<sup>nd</sup> Contribution. (e.g., Tantra \$1,587,218)

### 04 4<sup>th</sup> Contribution: Upon receipt of Form 8609 (1% of total project equity)

#### LIHTC Books

- Record 4<sup>th</sup> contribution as equity and pays developer fee. (e.g., Tantra \$299,510)

#### BHP Books

- Receives entire 4<sup>th</sup> contribution as cash payment
- Records cash received and reduces receivable recorded during 2<sup>nd</sup> equity contribution. (e.g., Tantra \$299,510)

## Subsequent to Equity Contributions

#### LIHTC Books

- Annually, the LIHTC's excess operating cash flow is calculated, then distributed via the "waterfall."

#### BHP Books

- Records "waterfall" cash received and reduces receivable recorded from 2<sup>nd</sup> Contribution.



# MEMO

**To:** Board of Commissioners  
**From:** Jeremy Durham, Executive Director  
Will Kugel, Chief Financial Officer  
Tory Livingston, Director of Finance  
**Date:** June 12, 2024  
**Re:** **Annual Boulder Housing Partners Audit Review**

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## Background

Plante Moran Audit Partner Lisa Vargo, and associates, presented the 2023 audit of the financial statements at the Finance Committee meeting on June 10, 2024.

A copy of the final 2023 BHP audited Financial Report from Plante & Moran has been provided. The format includes our tax credit partnerships as component units as required by the Governmental Auditing Standards. Also provided is a letter from Plante & Moran to the Audit Committee explaining the process and results of the audit.

The opinion expressed in the Independent Auditor's Report is unmodified which is the highest level of assurance they can give. Boulder Housing Partners' financial statements are presented fairly, in all material respects, and in conformity with accounting principles generally accepted in the United States of America.

The *Report on Schedule of Expenditures of Federal Awards Required by OMB Circular A-133* indicated that the schedule is fairly stated in all material respects in relation to the financial statements as a whole.

The *Report on Internal Control over Financial Reporting and on Compliance and Other Matters based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards* indicated that the audit process did not identify a deficiency in internal control that were considered to be material weaknesses.

Finally, the *Report on Compliance for Each Major Federal Program and Report on Internal Control over Compliance* indicated that in their opinion, BHP complied in all material respects with the types of compliance requirements that could have a direct and material effect on each of its major federal programs. The major programs tested for compliance in 2023 were the Housing Choice Voucher program, which includes the Non-Elderly Disabled (NED) program. The Report on Internal Control over Compliance indicated that they did not identify any deficiencies in internal control over compliance that they considered to be material weaknesses. The Report on Compliance for Each Major Federal Program resulted in an unmodified opinion, the highest-level opinion available.

## Recommendation

We recommend that the Board approve Resolution #2024-4, approving submission of the 2023 audit to HUD and other regulatory agencies as necessary.

## Action Requested

Approval of Resolution #2024-4: A resolution for the purpose of approving submission of the 2023 BHP Financial Report Audit.

**RESOLUTION #2024-4**

A RESOLUTION FOR THE PURPOSE OF APPROVING SUBMISSION OF THE 2023 AUDIT FOR MTW, HOUSING CHOICE VOUCHER, AND ALL OTHER HOUSING AUTHORITY PROGRAMS TO THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT AND ANY OTHER REGULATORY AGENCIES AS NECESSARY.

WHEREAS, the Board and staff have reviewed the 2023 Audit; and

WHEREAS, the audit showed the financial statements of BHP to be fairly presented and in conformity with generally accepted accounting principles; and

WHEREAS, the findings by the auditors did not have a material effect on the financial statements as presented.

NOW, THEREFORE, be it resolved that the Board of Commissioners of the Housing Authority of the City of Boulder approves submission of the 2023 Audit to the department of Housing and Urban Development and any other regulatory agencies as necessary

Adopted this 12<sup>th</sup> day of June, 2024.

THE HOUSING AUTHORITY OF THE CITY OF  
BOULDER, STATE OF COLORADO

SEAL

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

ATTEST:

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Jeremy Durham  
Executive Director

# Moving to Work Demonstration Program

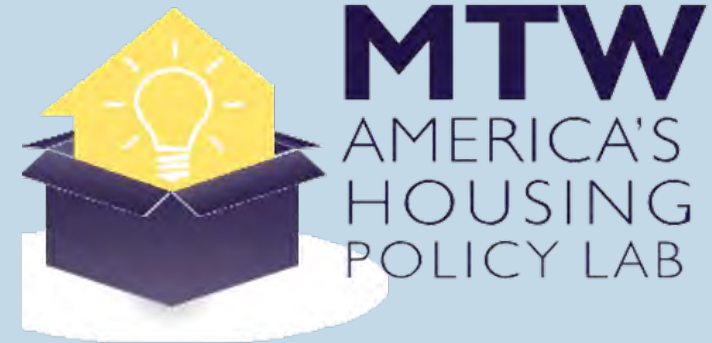
## AGENDA

- What is Moving To Work?
- MTW Goals
- 2023 Annual Report Results

June 12, 2024

# WHAT IS MOVING TO WORK?

- A HUD Demonstration Program
- Created in 1996
- Allows Public Housing Authorities to test new and innovative ideas
- Applies to Public Housing and Housing Choice Voucher Programs
- Activities must relate to goals as provided by law



# MTW GOALS

Statutory Goals include:

1. Reduce costs and increase efficiencies
2. Help residents become more self-sufficient
3. Increase housing choices for low-income families

# MTW DISCLAIMER

## PROS

- Respond to local community needs
- Eliminate burden & redundancy
- Creative thinking expands to other areas
- Flexibility to try new things, adjust as needed

## CONS

- Responsibility shifted
- HUD visits and oversight
- Extra reporting and tracking via Annual Plans and Reports
- Hardships for all rent activities

# USE FEDERAL DOLLARS MORE EFFECTIVELY

- Recertify households every two to three years, versus annually
- Eliminate interim recerts
- Eliminate income from assets if less than \$50K
- HQS inspection schedule tied to recert schedule
- No utility reimbursement payments
- Determine our own rent reasonableness for PBV units
- Allow BHP staff to conduct HQS in BHP-owned units



# MOVE TOWARDS SELF-SUFFICIENCY

- Bringing School Home
- Community centers at renovated PH sites
- Elimination of interim recertifications – keep your raise until your next recert
- Local partnership with Safehouse Progressive Alliance for Nonviolence – housing tied to services
- FSS escrow earned through goals achieved and earned income

# INCREASE HOUSING CHOICES

- Eliminate 40% cap for vouchers holders to have more choice
- Use money from MTW flexibility to build or acquire more affordable units
- Commit more vouchers to project basing
- Transitional housing

# 2023 MTW ANNUAL REPORT HIGHLIGHTS

## RENT STRUCTURE ELDERLY HOUSEHOLDS

- Applies to households who are elderly or a person with a disability
- Rent is based on 26.5% of gross income
- Recertify every three years
- Eliminated \$400 allowance and removed certain medical deductions
- Reduced percentage of rent towards income from 30% to 26.5%

Comparison			
Monthly SS income	\$ 907	Monthly SS income	\$ 907
Annual income	\$ 10,884	Annual income	\$ 10,884
HUD allowance	\$ 400	No allowance	\$ -
Adjusted annual income	\$ 10,484		
Adjusted monthly income	\$ 874		
Rent based on 30%	\$ 262	Rent based on 26.5%	\$ 240

# 2023 MTW ANNUAL REPORT HIGHLIGHTS

## RENT STRUCTURE FOR WORK ABLE FAMILIES

- Rent is based on a tiered system
- Recertify every two years
- Eliminated \$480 allowance for each dependent
- Eliminated requirement to report income increases and decreases
- 2023 average rent burden for families was 34%

Family of five, annual income of	\$36,000		
Dependent deduction (\$480 each)	\$ 960	Income tier based on	
Adjusted annual income	\$ 35,040	family size and income	8
Adjusted monthly income	\$ 2,920		
Rent based on 30%	\$ 876	Rent based on tier	\$ 840

# 2023 MTW ANNUAL REPORT HIGHLIGHTS

## RENT STRUCTURE FOR WORK ABLE FAMILIES

- Same family of 5
- At the lower end of the income tier
- And the higher end of the income tier
- No need to report raise during recert and no increase in rent

Family of 5 renting a three-bedroom unit					
Income tier 8	\$31,600	\$36,599	Income tier 9	\$36,600	\$41,499
3-bedroom rent	840		3-bedroom rent	960	
Rent burden	32%	28%	Rent burden	31%	28%

# 2023 MTW ANNUAL REPORT HIGHLIGHTS

## ELIMINATE CAP/ALLOW MORE CHOICE

- Elimination of 40% cap of income towards rent
- Since 2012 – 136 households leased up paying more than 40% of income towards rent
- 2023 – average rent burden for 9 families who took advantage of this change was 55%
- To date, no one has lost voucher due to not being able to pay higher rent amount

<b>Family of 4 with Annual Income</b>	<b>\$25,000</b>
<i>2-bedroom voucher</i>	
Payment standard (PS)	\$1,717
Contract rent (CR)	\$2,000
Family portion based on income	\$600
Portion CR > PS	\$283
Total family rent	\$883
Rent burden	42%

# 2023 MTW ANNUAL REPORT HIGHLIGHTS

## LANDING LANDLORDS

- **Landing Landlords Activity:**
  - **Signing Bonuses for new/returning landlords – \$200**
    - 22 landlords in 2023 – \$4,400
  - **Landlord Assurance Fund**
    - 2019 to date: only one payout of \$2,000
    - Turned into a regional effort, covers all voucher holders in BC (BHP, BCHA, LHA and MHP)
    - Increased to \$5,000 per incident in 2023 (two requests so far in 2024)
  - **Security Deposit Revolving Loan Fund**
    - 2018 to date: 25 requests, 22 approved for a total of \$17,017 loaned, all repaid (or in process) except for one default of \$325
  - **Moving Compliance**
    - 141 requests to move: 113 in compliance
    - 27 not in compliance: 8 stayed in place, 11 came into compliance and moved, 8 terminated

# 2023 MTW ANNUAL REPORT HIGHLIGHTS

## FSS RENT AND ESCROW CALCULATION

- **FSS rent and escrow calculation**

- Escrow earned based on goals achieved over the 5 years
- Escrow earned based on earned income included in rent calculation in years 3, 4, and 5
- Approved in 2020, fully implemented in 2021 (due to pandemic)
- 13 families who entered in 2020 and 2021:
  - 8 are earning monthly escrow based on earned income
  - 6 completed yearly goals and earned escrow
  - Average income increased by 30%



# QUESTIONS ON MTW ANNUAL REPORT?

# MTW in 2025

In 12 years as MTW, from 2012 – 2023:

- 25 total activities
  - 2 were never implemented
  - 7 have been consolidated into other activities
  - 2 were closed out, no longer needed
  - 14 that are currently active, monitored and reported on annually

# WHAT NEXT?

- HOTMA – Housing Opportunities Through Modernization Act of 2016
- Must be implemented by 1/1/2025
- Few moving parts from HUD prior to being able to implement

# WHAT NEXT?

- Some HOTMA changes will affect our MTW activities
- May require waivers from HOTMA to continue the MTW activities
- Some may require us to change/adjust our MTW activities

# HOTMA CHANGES

## Asset limit

- Currently:
  - Limit set by BHP's MTW activity = \$50,000 in total household assets upon admission
  - BHP has some exceptions for elderly households, living on a fixed income, who do not own real estate
- HOTMA:
  - Upon admission = households will be denied admission if they have \$100,000 in net family assets (adjusted annually by HUD beginning in 2025)
  - No exception, not allowed to waive this requirement under MTW

# HOTMA CHANGES

## Calculating Income

- Currently:
  - If income stable and predictable, project forward
  - If income not stable, look back two years, annualize it, and project forward
- HOTMA:
  - Upon admission – current income projected forward
  - Reexams – look back 12 months and project forward

# HOTMA CHANGES

## Verifications

- Currently:
  - Allow HCV holder to provide documents (pay stubs, bank statements, award letters, tax returns, etc.)
- HOTMA:
  - Must use a hierarchy starting with HUD's system or third-party obtained by BHP from the source
  - Can only move to HCV holder supplied documents if cannot obtain information from HUD's system or third-party

# HOTMA CHANGES

More changes to be finalized

HUD has not yet confirmed that MTW authority can waive HOTMA requirements



Thank You



# Upcoming Conference & Training Opportunities

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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 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 offerings by the National Association of Housing and Redevelopment Officials (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.

## Housing Colorado

- [Annual Conference](#) Oct. 9-11, 2024 Keystone, CO

## NAHRO

- [National Conference](#) Sept. 26-28, 2024 Orlando, FL

## NAHRO Professional Development

- [2024 NAHRO Summer Symposium](#) July 11-12, 2024 Chicago, IL
- [Ethics for Housing Professionals](#) July 30, 2024 Online
- [Ethics for Commissioners](#) Aug. 1, 2024 Online
- [Commissioner's Corner](#) Aug. 13, 2024 Online

## NeighborWorks

- [Training Institute](#) TBA TBA

## PHADA (Public Housing Authorities Directors Association)

- [2024 Legislative Forum](#) Sept. 6-7, 2024 Washington, DC

# FUTURE BOARD ITEMS

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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.

	<b><u>Anticipated Date</u></b>
• Partnership Awards	July 2024
• Emergency Preparedness	July 2024
• Housing Choice Voucher Administrative Plan – Proposed Changes	July 2024
• Resident Services Presentation	July 2024
• Arapahoe Court Sale	3 <sup>rd</sup> Quarter 2024
• 2025 Moving to Work Annual Plan - Draft	September 2024
• Housing Choice Voucher Administrative Plan – Changes Adopted	September 2024
• Resident Services Presentation	September 2024
• Partnership Awards	October 2024
• 2025 Moving to Work Annual Plan - Final	October 2024
• 2025 Budget Draft	November 2024
• 2026 HCV Payment Standards	November 2024
• Lee Hill Annual Report & Good Neighbor Statement of Operations	December 2024
• 2025 Final Budget Approval	December 2024
• Board Elections	December 2024
• Update from Kurt Firnhaber, Housing and Human Services Director	1 <sup>st</sup> Quarter 2025
• Climate Resiliency	As Time Allows

# 2024

## Boulder Housing Partners Commissioners' Calendar

Date	Group	Time
JANUARY	BOARD RECESS	-----
Mon. February 12	Development Committee (as needed)	4:00-5:00
Wed. February 14	Board Meeting	9:00-11:30
Mon. March 11	Finance Committee – 2023 Financials Review	3:00-4:00
Mon. March 11	Development Committee (as needed)	4:00-5:00
Wed. March 13	Board Meeting	9:00-11:30
Thurs. March 14	Quarterly NPG Committee	2:00-3:30
Wed. April 10	Board Retreat	9:00-3:30
Wed. May 1	Special NPG Committee	3:30-5:00
Mon. May 13	Finance Committee –Financials Review	3:00-4:00
Mon. May 13	Development Committee (as needed)	4:00-5:00
Wed. May 15	Board Meeting	9:00-11:30
Wed. June 6	Quarterly NPG Committee	3:30-5:00
Mon. June 10	Finance Committee –Financials & Audit Review	2:30-4:00
Mon. June 10	Development Committee (as needed)	4:00-5:00
Wed. June 12	Board Meeting	9:00-11:30
Mon. July 8	Development Committee (as needed)	4:00-5:00
Wed. July 10	Board Meeting	9:00-11:30
AUGUST	BOARD RECESS	-----
Wed. September 4	Quarterly NPG Committee	3:30-5:00
Mon. September 9	Finance Committee – Financials Review	3:00-4:00
Mon. September 9	Development Committee (as needed)	4:00-5:00
Wed. September 11	Board Meeting	9:00-11:30
Tues. October 8	Development Committee (as needed)	4:00-5:00
Wed. October 9	Board Meeting	9:00-11:30
Tues. November 12	Finance Committee – Financials & Draft 2025 Budget Review	3:00-4:00
Tues. November 12	Development Committee (as needed)	4:00-5:00
Wed. November 13	Board Meeting	9:00-11:30
Wed. December 4	Quarterly NPG Committee	3:30-5:00
Mon. December 9	Finance Committee – Financials & Final 2025 Budget Review	3:00-4:00
Mon. December 9	Development Committee (as needed)	4:00-5:00
Wed. December 11	Annual Board Meeting	9:00-11:30