

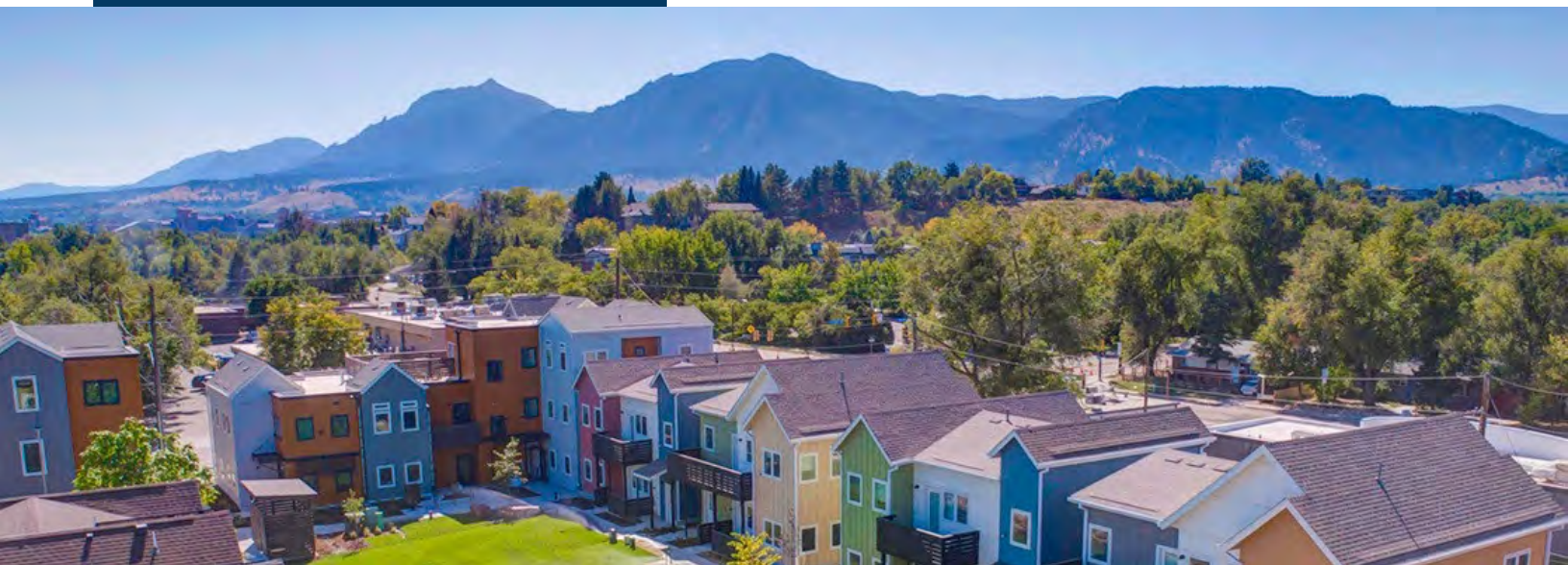


BOULDER
HOUSING
PARTNERS

Board of Commissioners Meeting

September 11, 2024

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





Board of Commissioners Meeting

Boulder Housing Partners
4800 N. Broadway, Boulder, CO 80304
September 11, 2024 | 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 July 10, 2024	5
9:20-10:30	Meeting Agenda	
	1. Emergency Preparedness	
	2. 2025 Moving to Work Annual Plan – Draft	13
	3. Housing Choice Voucher Administrative Plan – Changes Adopted Resolution #2024-7	26
	4. Private Activity Bond Overview and Carryforward Resolution #2024-8	28
10:30-11:00	Board Matters	
	1. Announcements and Other Items from the Board	
	2. Upcoming Conference Opportunities	47
	3. Future Board Items and Board Calendar	48
11:30	Adjournment	



Reunión de la Junta de Comisionados

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

AGENDA

		Página
9:00-9:30	Agenda Permanente y Puntos de la Reunión	
	1. Llamado al Orden y Determinación de Quórum	
	2. Participación del Público	
	3. Aprobación del Acta del 10 de julio de 2024	5
9:30-10:20	Agenda de la Reunión	
	1. Preparación para Emergencias	
	2. Plan Anual de Moving to Work 2025 – Borrador	13
	3. Plan Administrativo de Vales de Elección de Vivienda: Cambios Adoptados Resolucion #2024-7	26
	4. Resumen y Transferencia de Bonos de Actividad Privada Resolucion #2024-8	28
10:20-10:30	Asuntos de la Junta de Comisionados	
	1. Anuncios y Otros Elementos de la Junta de Comisionados	47
	2. Próximas Oportunidades de Conferencias	48
	3. Elementos Futuros de La Junta y Calendario de la Junta	
11:00	Aplazamiento	

Strategic Framework



BOULDER
HOUSING
PARTNERS

Vision

To help create a **diverse, inclusive, and 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

1 Support Residents and 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.

2 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.

3 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.

4 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
Meeting of the Board of Commissioners
July 10, 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 (ABSCENT)	Frank Alexander	Travis Culley
Commissioner Bissonette (ABSCENT)	Jason Acuña	Erik Johnson
Commissioner Block (ABSCENT)	Jessica Kenney	
Commissioner Cooper	Julia Arencibia	
Commissioner Fearer	Karen Brunnemer	
Commissioner Lord	Karin Stayton	
Commissioner Schoenfeld (ABSCENT)	Laura Sheinbaum	
Commissioner Wallach	MJ Fimple	
	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 9:06 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.

Travis Culley expressed concerns about the structure of the Tenant-Based Resident Advisory Board (TRAB).

Commissioner Fearer disagreed with Travis' concerns about the TRAB and clarified its role and structure.

III. Partnership Awards

Rene Brodeur, Community Partnerships Director, presented the BHP Partnership Awards. The Boulder Housing Partners (BHP) Partnership Awards program recognizes the efforts of individuals, businesses, corporate partners, and non-profit and governmental agencies for their support of BHP and its mission. The award winners in the category of non-profit, governmental agency, and volunteer partners who make a difference are:

Local Boulder Business: Erik Johnson, Northwest Builders LLC

Presented by: Jessica Kenney & the Development Team

Laura Sheinbaum and Jessica Kenney thanked Erik for his work and collaboration.

IV. Approval of the Meeting Minutes

Consent agenda items approved:

1. Minutes from June 12, 2024

**COMMISSIONER LORD MOVED TO APPROVE THE MINUTES FROM JUNE 12, 2024.
COMMISSIONER WALLACH SECONDED THE MOTION. THE MOTION TO APPROVE THE
MINUTES PASSED UNANIMOUSLY.**

V. Meeting Agenda

2023 Housing Choice Voucher Administrative Plan – Proposed Changes

Karen Brunnermer, MTW and Federal Policy Director, presented the 2023 Housing Choice Voucher (HCV) Administrative Plan – Proposed Changes and answered questions from the Board.

Karen explained that the Admin Plan is presented to the Board yearly with proposed changes. This is then released to the public online (published on the BHP website (www.boulderhousing.org/) and with public hearings (two public hearings scheduled for August 13, 2024). The Admin Plan then comes back to the Board in September for approval of the changes.

There are several changes this year due to the Housing Opportunity Through Modernization Act (HOTMA) – HUD passed in 2016. Proposed changes included asset limitations, rent simplification, and utility allowance.

The staff and Board discussed the focus is trying to serve as many people as we can in the best way we can.

The Board gave their approval for the staff to proceed.

2025 Moving to Work (MTW) Annual Plan – Proposed/Amended Activities

Karen Brunnermer, MTW and Federal Policy Director, presented the 2025 MTW Annual Plan – Proposed/Amended Activities and answered questions from the Board.

The Board discussed the following proposed amendments and new activities:

Amendments:

MTW Activity 2012-4: Rent simplification for all households and asset limit

MTW Activity 2012-6: Utility allowance schedule

MTW Activity 2016-1: Work-able family tiered rent schedule

New Activities:

MTW Activity 2025-1: Student financial assistance excluded from income

MTW Activity 2025-2: Supportive services

MTW Activity 2025-3: Revolving loan fund for participants moving with continued assistance

The Board gave their approval for the staff to proceed.

Financial Dashboard

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

The Board discussed the impact of asset purchases (e.g., Gunpark) and how this affects the quick ratio data and makes it fluctuate.

Frank discussed the performance of BHP (96.4% occupancy) and Tax Credit (96.9% occupancy) properties, emphasizing high occupancy rates.

Staff presented a detailed analysis of the debt service coverage ratios, with a focus on the challenges being worked on at the Ciclo property and the Homeowner's Association at the location.

The Finance team introduced a new slide on voucher utilization, showing high utilization rates across different voucher types.

34th Street Inducement Resolution #2024-5

Laura Sheinbaum, Chief Real Estate Officer, and Jessica Kenney, Senior Project Manager, presented the 34th Street Inducement Resolution #2024-5 and questions from the Board.

The Board discussed the project's density, zoning, and financial considerations (e.g., applying for the 4% State Competitive Tax Credits and Private Activity Bonds [PABs]).

The Development team has been engaged with the community numerous times, most recently in May 2024 to discuss the project. Most community members provided support and encouragement for the project.

COMMISSIONER COOPER MADE A MOTION TO APPROVE RESOLUTION #2024-5 TO AUTHORIZE BOULDER HOUSING PARTNERS TO ISSUE PRIVATE ACTIVITY BONDS IN THE FUTURE AS THE FORM OF DEBT FOR THE 34TH STREET AFFORDABLE HOUSING PROJECT. COMMISSIONER FEARER SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

VI. Board Matters

Announcements and Other Items from the Board

The Board discussed the property tour scheduled for Wednesday, October 30, 2024, at 9:00 am. Commissioners are welcome to invite two guests each.

Conference Opportunities

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

Future Board Items

There were no future items added.

VII. Executive Session

COMMISSIONER COOPER 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 WALLACH SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

The Board recessed at 11:02 a.m. into Executive Session as per Colorado Statute C.R.S. 24-6-402(4)(a) to discuss Real Estate Matters.

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

The Board met in executive session for 15 minutes at which time the only matters discussed were those related to Real Estate matters.

COMMISSIONER FEARER MADE A MOTION TO APPROVE RESOLUTION #2024-6 TO AUTHORIZE THE ASSUMPTION OF GENERAL PARTNER INTEREST IN GW IL LLLP AS WELL AS ASSUME ALL OTHER ASSETS AND OBLIGATIONS OF GOLDEN WEST COMMUNITIES INCLUDING THE FEE SIMPLE INTEREST IN THE FORMER ASSISTED LIVING BUILDING. COMMISSIONER LORD SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

Commissioner Lord did recuse themselves from a prior motion due to some counsel work with Golden West Communities in the past but has not done any work in the past year. Commissioner Lord read through the Conflict of Interest Policy and did not find any conflicting issues with participating in this motion.

VIII. Adjourn

The meeting of the Board of Commissioners adjourned at 11:19 am.

Seal
DATE: 7/10/2024

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 de la Junta de Comisionados
10 de julio 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:
Comisario Adler (ABSCENT)	Frank Alexander	Travis Culley
Comisaria Bissonette (ABSCENT)	Jason Acuña	Erik Johnson
Bloque de Comisionados (ABSCENT)	Jessica Kenney	
Comisario Cooper	Julia Arencibia	
Comisario Fearer	Karen Brunnemer	
Comisionado Lord	Karin Stayton	
Comisario Schoenfeld (ABSCENT)	Laura Sheinbaum	
Comisario Wallach	MJ Fimple	
	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 9:06 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) en inglés y español.

Travis Culley expresó su preocupación por la estructura de la Junta Asesora de Residentes Basados en Inquilinos (TRAB).

El Comisionado Fearer no estuvo de acuerdo con la caracterización de Travis del TRAB y aclaró su papel y estructura.

IX. Premios a la Asociación

Rene Brodeur, Director de Asociaciones Comunitarias, presentó los Premios a las Asociaciones de BHP. El programa de Premios a la Asociación de Boulder Housing Partners (BHP) reconoce los esfuerzos de individuos, empresas, socios corporativos y agencias gubernamentales y sin fines de lucro por su apoyo a BHP y su misión. Los ganadores de los premios en la categoría de organizaciones sin fines de lucro, agencias gubernamentales y socios voluntarios que marcan la diferencia son:

Negocio local de Boulder: Erik Johnson, Northwest Builders LLC
Presentado por: Jessica Kenney y el equipo de desarrollo

Laura Sheinbaum y Jessica Kenney agradecieron a Erik por su trabajo y colaboración.

X. Aprobación del acta de la reunión

Puntos del orden del día aprobados:

1. Acta del 12 de junio de 2024

LA COMISIONADA LORD PRESENTÓ UNA MOCIÓN PARA APROBAR EL ACTA A PARTIR DEL 12 DE JUNIO DE 2024. EL COMISIONADO WALLACH SECUNDÓ LA MOCIÓN. LA MOCIÓN PARA APROBAR EL ACTA FUE APROBADA POR UNANIMIDAD.

XI. Orden del día de la reunión

Plan Administrativo de Vales de Elección de Vivienda 2023 - Cambios propuestos

Karen Brunnemer, MTW y Directora de Política Federal, presentó el Plan Administrativo de Vales de Elección de Vivienda (HCV) 2023 - Cambios Propuestos y respondió preguntas de la Junta.

Karen explicó que el Plan Administrativo se presenta anualmente a la Junta Directiva con los cambios propuestos. Luego se da a conocer al público en línea (publicado en el sitio web de BHP (www.boulderhousing.org/) y con audiencias públicas (dos audiencias públicas programadas para el 13 de agosto de 2024). Luego, el Plan de Administración regresa a la Junta Directiva en septiembre para la aprobación de los cambios.

Hay varios cambios este año debido a la Ley de Oportunidades de Vivienda a través de la Modernización (HOTMA) – HUD aprobada en 2016. Los cambios propuestos incluían limitaciones de activos, simplificación del alquiler y subsidio de servicios públicos.

El personal y la Junta Directiva discutieron que el enfoque es tratar de servir a tantas personas como podamos de la mejor manera posible.

La Junta Directiva dio su aprobación para que el personal continuara.

Plan Anual Moving to Work (MTW) 2025 – Actividades propuestas/modificadas

Karen Brunnemer, Directora de MTW y Política Federal, presentó el Plan Anual de MTW 2025 – Actividades Propuestas/Enmendadas y respondió a las preguntas de la Junta Directiva.

La Junta Directiva discutió las siguientes enmiendas propuestas y nuevas actividades:

Enmiendas:

Actividad MTW 2012-4: Simplificación de los alquileres para todos los hogares y límite de activos

Actividad MTW 2012-6: Calendario de subsidios de servicios públicos

Actividad MTW 2016-1: Programa de alquiler escalonado familiar viable

Nuevas actividades:

Actividad MTW 2025-1: La asistencia financiera estudiantil está excluida de los ingresos

Actividad MTW 2025-2: Servicios de apoyo

Actividad MTW 2025-3: Fondo rotatorio de préstamos para participantes que se desplazan con asistencia continua

La Junta Directiva dio su aprobación para que el personal continuara.

Panel de control financiero

Will Kugel, director financiero, Tory Livingston, contralor, y Frank Alexander, director adjunto, revisaron el tablero financiero de mayo de 2024 y respondieron a las preguntas de la Junta.

La Junta Directiva analizó el impacto de las compras de activos (por ejemplo, Gunpark) y cómo esto afecta a los datos de la relación rápida y los hace fluctuar.

Frank discutió el desempeño de las propiedades de BHP (96.4% de ocupación) y Crédito Fiscal (96.9% de ocupación), haciendo hincapié en las altas tasas de ocupación.

El personal presentó un análisis detallado de los índices de cobertura del servicio de la deuda, con un enfoque en los desafíos en los que se está trabajando en la propiedad de Ciclo y la Asociación de Propietarios en el lugar.

El equipo de finanzas presentó una nueva diapositiva sobre la utilización de cupones, que muestra altas tasas de utilización en diferentes tipos de cupones.

Resolución #2024-5 de Inducción de 34th Street

Laura Sheinbaum, Directora de Bienes Raíces, y Jessica Kenney, Gerente Senior de Proyectos, presentaron la Resolución de Inducción de la Calle 34 #2024-5 y las preguntas de la Junta.

La Junta discutió la densidad, la zonificación y las consideraciones financieras del proyecto (por ejemplo, solicitar los Créditos Fiscales Competitivos Estatales del 4% y los Bonos de Actividad Privada [PAPA]).

El equipo de desarrollo se ha comprometido con la comunidad en numerosas ocasiones, la última vez en mayo de 2024 para discutir el proyecto. La mayoría de los miembros de la comunidad brindaron apoyo y aliento al proyecto.

LA COMISIONADA COOPER PRESENTÓ UNA MOCIÓN PARA APROBAR LA RESOLUCIÓN #2024-5 PARA AUTORIZAR A BOULDER HOUSING PARTNERS A EMITIR BONOS DE ACTIVIDAD PRIVADA EN EL FUTURO COMO FORMA DE DEUDA PARA LA VIVIENDA ASEQUIBLE DE 34th STREET. EL COMISIONADO FEARER SECUNDÓ LA MOCIÓN. LA MOCIÓN FUE APROBADA POR UNANIMIDAD.

XII. Asuntos de la Junta

Anuncios y otros puntos de la Junta Directiva

La Junta discutió el recorrido por la propiedad programado para el miércoles 30 de octubre de 2024 a las 9:00 am. Los comisionados pueden invitar a dos invitados cada uno.

Oportunidades de conferencia

Los comisionados pueden ponerse en contacto con Jason Acuña si están interesados en asistir a alguna oportunidad de conferencia.

Futuros Artículos de la Junta Directiva

No se agregaron elementos futuros.

XIII. Sesión Ejecutiva

LA COMISIONADA COOPER PRESENTÓ UNA MOCIÓN PARA ENTRAR EN RECESO EN LA SESIÓN EJECUTIVA SEGÚN EL ESTATUTO DE COLORADO C.R.S. 24-6-402(4)(A) PARA DISCUTIR ASUNTOS DE BIENES RAÍCES. EL COMISIONADO WALLACH SECUNDÓ LA MOCIÓN. LA MOCIÓN FUE APROBADA POR UNANIMIDAD.

La Junta entró en receso a las 11:02 a.m. en la Sesión Ejecutiva según el Estatuto de Colorado C.R.S. 24-6- 402(4)(a) para discutir Asuntos de Bienes Raíces.

EL COMISIONADO FEARER PRESENTÓ UNA MOCIÓN PARA SUSPENDER LA SESIÓN EJECUTIVA DE LA JUNTA DE COMISIONADOS. EL COMISIONADO WALLACH SECUNDÓ LA MOCIÓN. LA MOCIÓN FUE APROBADA POR UNANIMIDAD.

La Junta Directiva se reunió en sesión ejecutiva durante 15 minutos, momento en el que los únicos asuntos discutidos fueron los relacionados con asuntos inmobiliarios.

EL COMISIONADO FEARER PRESENTÓ UNA MOCIÓN PARA APROBAR LA RESOLUCIÓN # 2024-6 PARA AUTORIZAR LA ASUNCIÓN DEL INTERÉS DE LOS SOCIOS GENERALES EN GW IL LLLP, ASÍ COMO ASUMIR TODOS LOS DEMÁS ACTIVOS Y OBLIGACIONES DE GOLDEN WEST COMMUNITIES, INCLUIDO EL INTERÉS SIMPLE DE LA TARIFA EN EL ANTIGUO EDIFICIO DE VIDA ASISTIDA. LA COMISIONADA LORD SECUNDÓ LA MOCIÓN. LA MOCIÓN FUE APROBADA POR UNANIMIDAD.

La Comisionada Lord se recusó de una moción anterior debido a algunos trabajos de asesoramiento con Golden West Communities en el pasado, pero no ha hecho ningún trabajo en el último año. El Comisionado Lord leyó la Política de Conflicto de Intereses y no encontró ningún problema conflictivo con la participación en esta moción.

XIV. Aplazar

La reunión de la Junta de Comisionados se levantó a las 11:19 am.

Foca
FECHA: 7/10/2024

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

Boulder

Jeremy Durham
Directora Ejecutiva

Jason Acuña
Secretaria de Actas



BHP Financial & Operations Update – BHP Board Meeting
Wednesday, September 11, 2024

Boulder Housing Partners
www.boulderhousing.org
720-564-4610
bhpinfo@boulderhousing.org





Finance & Operations Metrics

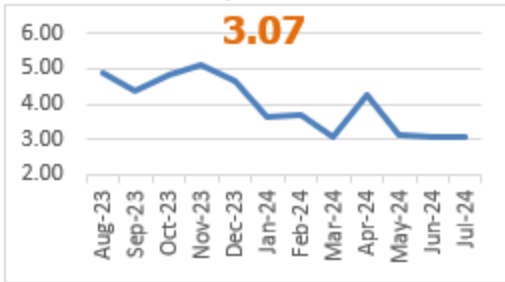
BHP Key Metrics (Through July 2024)

BHP Net Income

	YTD	YTD	%
	Actual	Budget	Diff
Revenue	31,016,611	26,510,797	17%
Expense	(23,435,058)	(22,730,352)	-3%
	7,581,553	3,780,445	

- BHP Revenue significantly exceeds budget.
- Expenses slightly over budget.
 - HCV/HAP Expenses above budget but align with new award & planned reserves spending.

BHP Quick Ratio

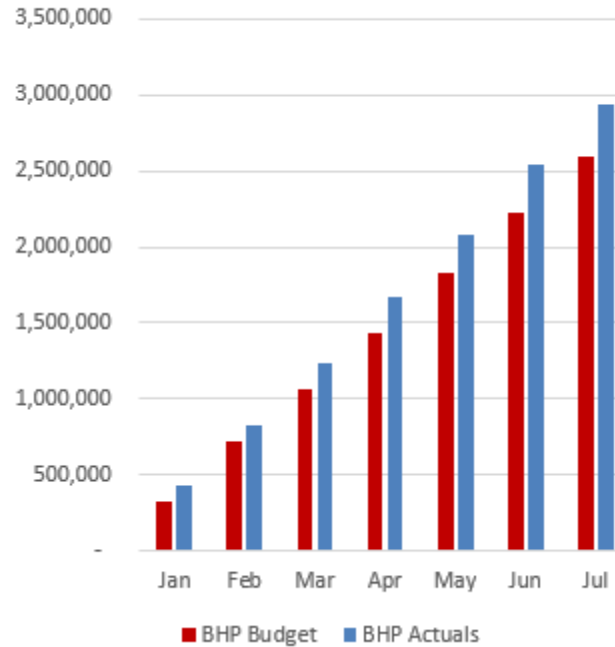


BHP Target: > 2.0

Unrestricted cash / current liabilities

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

BHP NOI - YTD



- NOI above budgeted levels.

PUPA \$8949 BHP & TC



Tax Credits Key Metrics (Through July 2024)

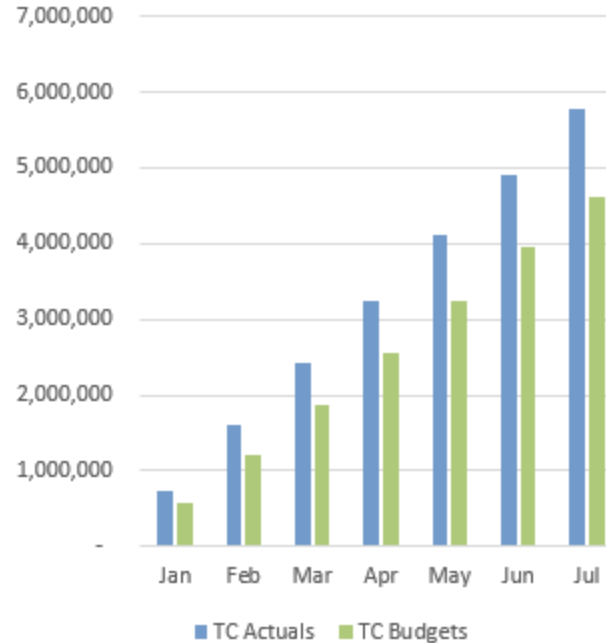
LIHTC Net Income

	YTD	YTD	%
	Actual	Budget	Diff
Revenue	12,105,290	11,057,601	9%
Expense	(18,841,112)	(18,477,200)	-2%
	(6,735,822)	(7,419,598)	

excludes Hilltop, Hawthorn Court, Rally Flats

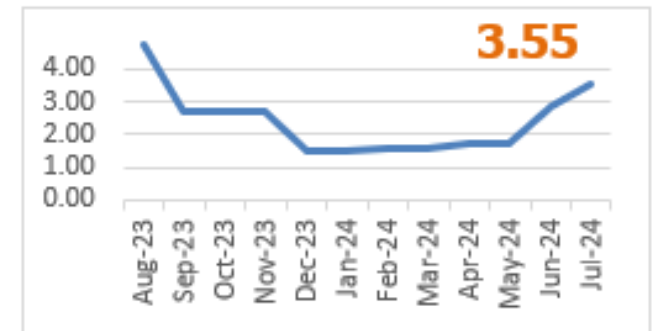
- Revenue above budgeted levels.

Tax Credit NOI - YTD



- NOI above budgeted levels.

LIHTC Quick Ratio

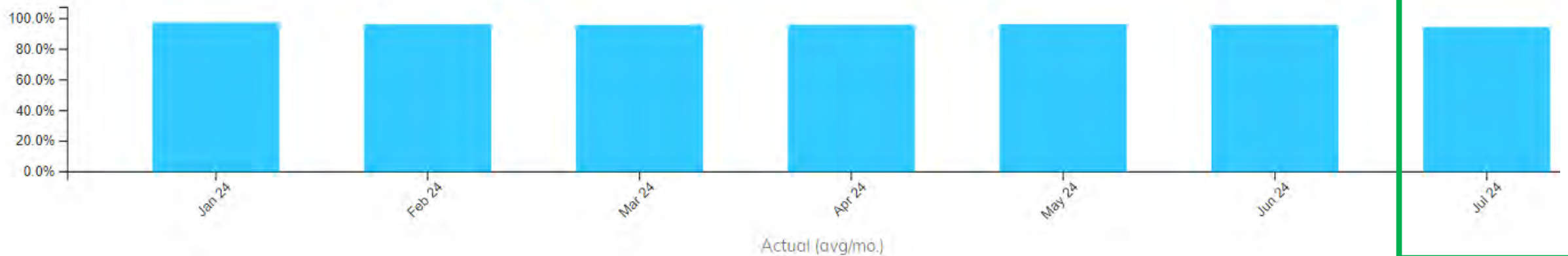


Unrestricted cash / current liabilities
excludes Hilltop, Hawthorn Court, Rally Flats

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

Occupancy – BHP Properties (Through July 2024)

Occupied %
Jan 24 - Jul 24 - (464 Units)



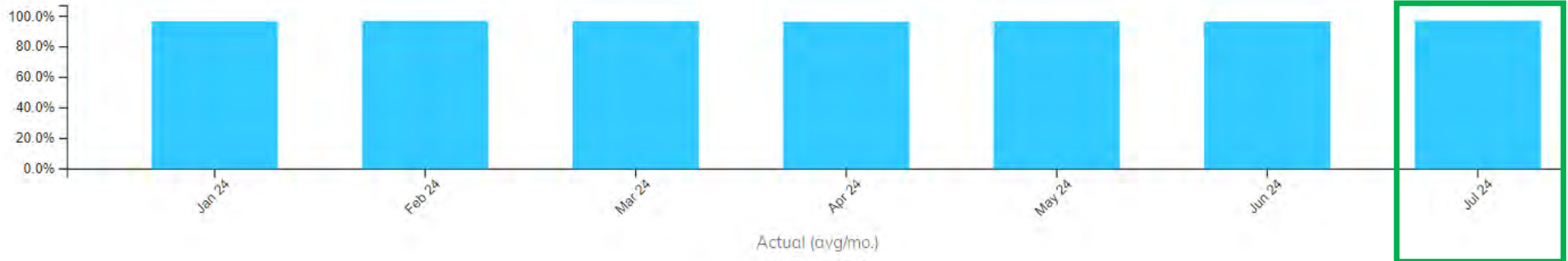
July 2024: 94.5%
YTD: 96.1%

Actual (avg/mo.)
96.1%
Jan 24 - Jul 24

KPI	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul 24	All Months
Occupied %	97.5%	96.3%	95.9%	95.9%	96.4%	95.9%	94.5%	96.1%

Occupancy – Tax Credit Properties (Through July 2024)

Occupied %
Jan 24 - Jul 24 - (1,056 Units)



Actual (avg/mo.)
96.8%
Jan 24 - Jul 24

July 2024: 97.1%
YTD: 96.8%

KPI	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul 24	All Months
Occupied %	96.8%	97.0%	96.8%	96.4%	96.9%	96.6%	97.1%	96.8%

Occupancy – Details (Jan - July 2024)

July 2024 Overall Actuals:

- BHP: 96.1% Overall
- Tax Credits: 96.8% 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</i>	14	N/A
<i>Arapahoe East</i>	11	● 98.2%
<i>Dakota Ridge</i>	13	● 92.1%
<i>Midtown</i>	13	● 87.7%
<i>Sanitas Place</i>	12	● 100.0%
<i>Twin Pines</i>	22	● 97.7%
Combine Loan One Subtotal	71	
<i>Hayden Place</i>	24	● 93.8%
<i>Whittier</i>	10	● 97.0%
Combine Loan Two Subtotal	34	
<i>Casey</i>	6	N/A
<i>Cedar</i>	13	● 90.0%
Combine Loan Three Subtotal	19	
<i>Twenty37 Walnut</i>	26	● 83.5%
<i>Bridgewalk</i>	123	● 98.3%
<i>Broadway East</i>	44	● 91.9%
<i>Foothills</i>	74	● 98.4%
<i>Hayden Place 2</i>	6	● 95.6%
<i>Trout Farms</i>	31	● 96.8%
<i>Holiday</i>	49	● 99.2%
<i>Vistoso</i>	15	● 100.0%

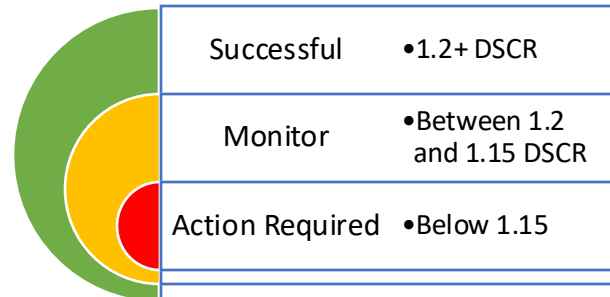
Tax Credit Properties	Units	Occupancy %
<i>Tantra Lake Apartments</i>	185	● 95.2%
<i>Broadway West</i>	26	● 99.1%
<i>High Mar</i>	59	● 98.9%
<i>Lee Hill (4)</i>	31	● 92.3%
<i>Palo Park</i>	35	● 97.2%
<i>Red Oak Park</i>	59	● 98.4%
<i>Ciclo</i>	38	● 89.6%
<i>Canopy</i>	41	● 97.6%
<i>30 Pearl</i>	120	● 95.8%
<i>WestView</i>	34	● 97.6%
West End Communities	116	● 97.5%
<i>Canyon Pointe</i>	82	● 98.6%
<i>Glen Willow</i>	34	● 96.6%
Madison Woods	68	● 97.8%
<i>Madison</i>	33	● 97.8%
<i>Woodlands</i>	35	● 94.7%
Boulder Communities	279	● 97.8%
<i>Diagonal Court</i>	30	● 98.8%
<i>Iris Hawthorn</i>	14	● 94.3%
<i>Kalmia</i>	49	● 97.9%
<i>Manhattan</i>	41	● 98.3%
<i>Northport</i>	50	● 98.9%
<i>Walnut Place</i>	95	● 98.3%

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:

- Through July of 2024, all BHP properties are meeting DSCR.



BHP Properties	Address	Units	Debt Service Coverage Ratio (1) BHP Target 1.15
Arapahoe Court (2)	951,953 Arapahoe	14	-
Arapahoe East	4610 Arapahoe	11	2.26
Dakota Ridge	4900 10th St.	13	2.24
Midtown	837 20th St.	13	1.55
Sanitas Place	3640 Broadway	12	2.35
Twin Pines	1700 22nd St.	22	2.30
Combine Loan One Subtotal		71	2.18 ✓
Hayden Place	34th & Hayden Place	24	2.37
Whittier	1946 Walnut St.	10	3.46
Combine Loan Two Subtotal		34	2.64 ✓
Casey	2453 Broadway	6	1.01
Cedar	1240 Cedar	13	1.98
Combine Loan Three Subtotal		19	1.54 ✓
Twenty37 Walnut (2)	2037 Walnut	26	-
Bridgewalk	602-698 Walden Circle	123	1.34 ✓
Broadway East	3160 Broadway	44	3.93 ✓
Foothills	4500 block of 7th/8th	74	1.80 ✓
Hayden Place 2 (3)	3480 Hayden Place	6	1.72 ✓
Trout Farms	2727 Folsom	31	1.69 ✓
Holiday	1500 Lee Hill	49	2.22 ✓
Vistoso	4500 Baseline	15	2.20 ✓

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 7/31/2024. All tax credit entities except for Ciclo are meeting DSCR requirements. Note DSCR for Ciclo is up to 1.04 YTD through July. This is up from 0.95 at the end of May 2024.

Tax Credit Properties	Address	Units	Debt Service Coverage Ratio	
				BHP Target 1.15
Broadway West	3120 Broadway	26	✓	2.90
High Mar	4990 Moorhead Ave	59	✓	2.07
Lee Hill (4)	1175 Lee Hill	31	✓	1.55
Palo Park	3295 Palo Pkwy	35	✓	1.84
Red Oak Park	27th & Valmont	59	✓	1.75
Ciclo	3390 Valmont	38	✗	1.04
Canopy	26th Valmont & 29th Arnett	41	✓	1.56
30 Pearl	3075 Pearl & 3001 Spruce	120	✓	1.34
Tantra Lakes	807-999 Moorhead	185	✓	1.93
WestView	4600 Broadway	34	✓	1.49
West End Communities	<i>Various</i>	116	✓	1.67
Canyon Pointe	700 Walnut	82		1.87
Glen Willow	301-333 Pearl St.	34		1.19
Madison Woods	<i>Various</i>	68	✓	1.81
Madison		33		1.47
Woodlands		35		2.19
Boulder Communities	<i>Various</i>	279	✓	1.84
Tax Credit Sub Total excluding Lee Hill:		875		1.71

(4) Lee Hill indicator is an expense coverage ratio, no mortgage on Lee Hill.

	1.2 +
	1.15 to 1.2
	Below 1.15

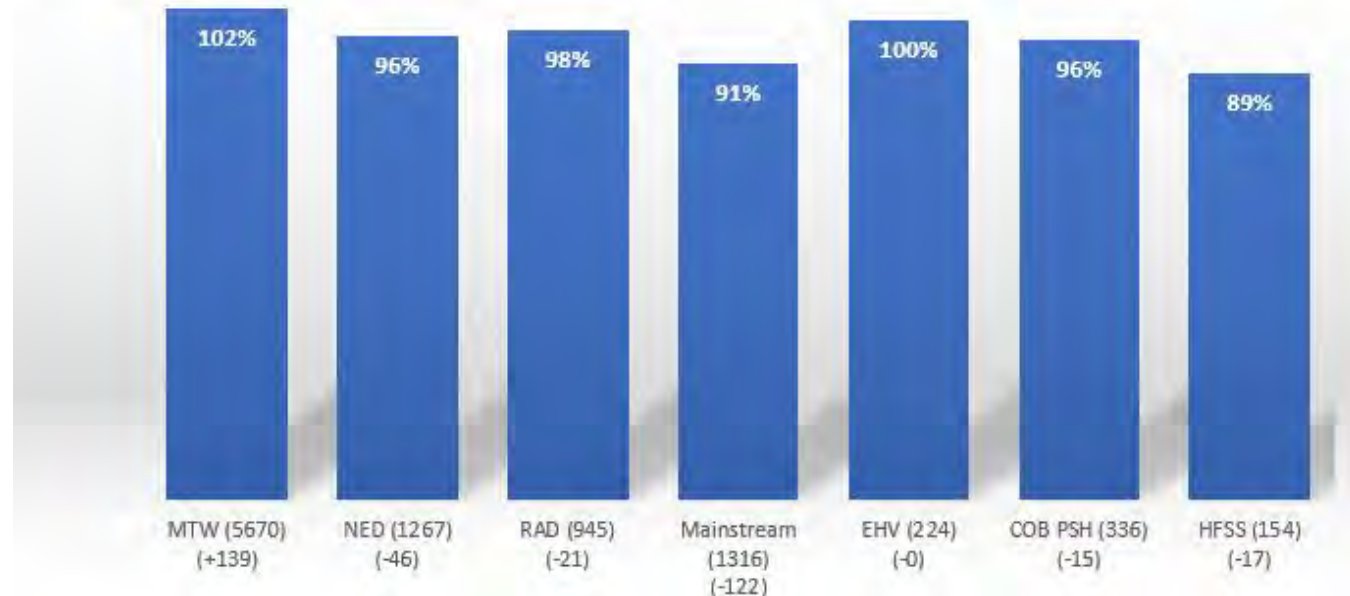
Voucher Utilization (YTD – July 2024)

Year to Date Voucher Utilization

- Overall high utilization of all vouchers
- Note: Emergency Housing Vouchers are time limited and after 9/30/2023, vouchers that are vacant cannot be re-issued to a new household.

UML % - HCV

UML % = Unit Month Leased (UML) as a percent of Unit months available (UMA).



Housing Choice Voucher Programs;

- HCV - 810 Housing Choice Vouchers
- RAD - 135 Rental Assistance Demonstration Vouchers
- NED - 181 Non-Elderly Disabled Vouchers
- MS - 188 Mainstream
- HFP - 22 Housing First Vouchers
- COB - 48 COB PSH Vouchers
- EHV - 35 Emergency Housing Vouchers

BHP Cash Position

BHP Operating Cash & Development Resources as of 7/31/24.

- Current Balances all exceed specific balance goals.

Operating Cash

Current Operating Cash / Ins Reserve

\$ 7,195,756

2024 Annualized Expenses

\$ 18,380,850

4.7 Months

of annual operating expenses are covered by the current operating reserves.

BHP Target is 2 Months

BHP Cash Report 7/31/2024					
	July 2024	Change From Prior Month	YTD Change	Board Goal	Surplus / Deficit to Goal
Unrestricted Cash Available for Operations					
BHP Operating Cash	● \$ 6,343,006	\$ (53,088)	\$ 2,882,731	\$ 2,750,000	\$ 3,593,006
Insurance Reserve	● \$ 852,750	\$ 150	\$ 3,806	\$ 650,000	\$ 202,750
BHP Replacement Reserves	● \$ 4,187,165	\$ (117,997)	\$ (305,666)	\$ 1,771,000	\$ 2,416,165
Total Unrestricted BHP Cash	\$ 11,382,922	\$ (170,935)	\$ 2,580,871	\$ 5,171,000	\$ 6,211,922
Development Resources, Including LOC					
Development Equity Fund	\$ 1,977,821	\$ 1,004,340	\$ (1,022,768)		
Line of Credit - Available	\$ 10,000,000	\$ -	\$ -		

Tax Credits Cash Position

Tax Credit Cash Balances (operating cash) as of 7/31/24.

- Cash position is strong at the tax credits properties.

Tax Credit Cash Report (7/31/2024)

	July 2024	Change From Prior Month	YTD Change
Cash Category			
Operating Cash (Unrestricted)	\$ 3,348,234	\$ 367,033	\$ (816,824)
Replacement Reserves (Restricted) (1)	\$ 2,342,169	\$ (7,710)	\$ 546,692
Total	\$ 5,690,404	\$ 359,323	\$ (270,132)

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

Tax Credit Properties - Cash Balances	Units	July 2024 Cash Balance	Change From Prior Month
<i>Tantra Lake</i>	185	\$ 617,746	\$ 17,171
<i>Broadway West</i>	26	\$ 81,432	\$ 12,407
<i>High Mar</i>	59	\$ 159,144	\$ 30,932
<i>Lee Hill (5)</i>	31	\$ 207,781	\$ 19,468
<i>Palo Park</i>	35	\$ 72,588	\$ 5,185
<i>Red Oak Park</i>	59	\$ 133,183	\$ 16,154
<i>Ciclo</i>	38	\$ 40,780	\$ 9,735
<i>Canopy</i>	41	\$ 115,029	\$ 3,859
<i>30 Pearl</i>	120	\$ 283,494	\$ 3,323
<i>WestView</i>	34	\$ 100,372	\$ (30,800)
<i>West End Communities</i>	116	\$ 602,966	\$ 102,665
<i>Madison Woods</i>	68	\$ 336,495	\$ 68,144
<i>Boulder Communities</i>	279	\$ 597,472	\$ 108,791
Total		\$ 3,348,481	\$ 367,033

Questions

Questions

MEMO

To: Board of Commissioners
From: Karen Brunner, MTW and Federal Policy Director
Frank Alexander, Deputy Director
Date: September 11, 2024
Re: 2025 MTW Annual Plan - Draft

Moving to Work Program

In the Moving to Work (MTW) Program, we are required to submit an annual plan proposing the initiatives we wish to implement, and the statutory changes needed. The final MTW Annual Plan is due to HUD by October 15, 2024, which will be approved by the Board at the meeting on October 9, 2024.

The draft plan was released for public review on September 30, 2024, as it requires a minimum 30-day review period prior to final approval by the Board.

The 2025 draft plan contains amendments to three activities and three new activities.

Amendments:

- MTW Activity 2012 – 4: Rent simplification for all households and asset limit
- MTW Activity 2012 – 6: Utility allowance schedule
- MTW Activity 2016 – 1: Work-able family tiered rent schedule

New Activities:

- MTW Activity 2025 – 1: Student financial assistance excluded from income
- MTW Activity 2025 – 2: Supportive services
- MTW Activity 2025 – 3: Revolving loan fund for moves with continued assistance

Asset limitation upon admission to the program: Housing Opportunities through Modernization Act (HOTMA) of 2016 is implementing a limit of \$100,000 (adjusted for inflation annually as set by HUD) for all housing programs, with no exceptions allowed. The MTW Activity is being amended to align with the HUD amount.

Utility allowance schedule: BHP is updating the utility allowance schedule to include three tiers along with the method for the allowance to be updated at a minimum every two years. The tiers will set an allowance for:

- Electricity and gas
- Water and sewer
- Trash

If a participant must pay for all three, they will receive the combined amount. If they only must pay for one tier, they will receive just the one amount.

Work-able family tiered rent schedule: A methodology has been created and the income and rent charts have been updated and are in line with the ever-changing Area Median Income for Boulder County.

Student Financial Assistance excluded from income: This new activity excludes all student financial assistance that exceeds the cost of tuition from the calculation of household income and rent.

Supportive Services: This new activity allows BHP to provide \$100,000 to fund BHP's Resident

Services Department. The Resident Services Department supports BHP's mission by fostering healthy and thriving communities through a combination of strategic programming and community partnerships. Resident Services focuses on housing stability, education, economic development and mobility, health and wellness, and population-specific services (seniors, people with disabilities, people exiting homelessness, and families). Resident Services Coordinators (RSC) assess both community and household strengths and needs, collaborate with resident and community partners to design and implement services to meet resident needs, and provide ongoing case management to help residents reach goals.

Security deposit and moving expenses loan fund: Since presenting this activity to the Board last month, we have held public hearings for the Admin Plan. Based on some feedback, we have expanded this loan fund to allow an option to borrow up to \$500 for moving expenses.

Action Requested

Review the draft plan and provide any feedback to Karen Brunnemer before October 9, 2024.

MEMO

To: Board of Commissioners
From: Karen Brunner, MTW and Federal Policy Director
Date: September 11, 2024
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. Revisions and changes were presented to the Board of Commissioners on July 10, 2024, and then released for public review.

Information was posted to our website in July 2024. Public notice was sent to all voucher participants and applicants regarding the changes and the public hearings on July 24, 2024. The changes were presented to the Tenant-based Voucher Resident Advisory Board on August 8, 2024. Three public hearings (one virtual and two in-person) were held on August 13 and 14 people attended.

Based on the comments received, the following changes have been incorporated into the plan:

1. Request for moving assistance – this will be added to the MTW Activity to allow current participants access to borrow up to \$500 to assist with moving expenses, along with expanding the security deposit revolving loan fund to all participants (current Activity is just for newly issued voucher holders).
2. Change in family composition that changes the voucher size – currently the policy is that changes in voucher size take effect with a 30-day notice. This has been extended to 120-day notice to allow the family time to decide if they wish to stay in place and pay a higher portion of rent, or time to move to an appropriately sized unit.

The following chart lists all comments received during the public review period, along with responses.

Subject of comment	Comment	BHP Response
Assets	How is income from assets calculated? Is it 30% of the assets that is paid towards rent?	Income from assets include any actual anticipated income received from an asset. For example, this includes interest earned on savings accounts, or certificates of deposits. The interest income is then included in the calculation of annual income.
Assets	Why is the asset limitation \$100,000?	Great question, the asset limitation was set by the U.S. Department of Housing and Urban Development in their implementation of HOTMA (Housing Opportunities Through Modernization Act) and is not at the discretion of BHP. HOTMA restricts families from receiving assistance in the public housing or housing choice voucher program if their net family assets exceed \$100,000 or if the family owns real property suitable for the family to live in. There are qualifications and exemptions from both requirements. PHAs cannot waive the asset requirements at admission to the program, please see https://files.hudexchange.info/resources/documents/Assets-

		Asset-Exclusions-and-Limitation-on-Assets-Resource-Sheet.pdf for more information.
Assets	Could you explain asset limitation?	HUD has a new asset limitation of \$100,000 adjusted annually for inflation upon admission to the program. Households who have net assets of \$100,000 or more will not be admitted to the program. Please see https://files.hudexchange.info/resources/documents/Assets-Asset-Exclusions-and-Limitation-on-Assets-Resource-Sheet.pdf for more details.
Assets	New asset calculations apply at recertification?	The proposed changes do not include any type of asset limitation after households are in the program. Changes need to be approved by the BHP Board of Commissioners.
Assets	If I have a \$400,000 yacht at what point would that make me ineligible?	Under the HOTMA rules, the yacht would be considered non-necessary personal property and be over the asset limitation. Please see https://files.hudexchange.info/resources/documents/Assets-Asset-Exclusions-and-Limitation-on-Assets-Resource-Sheet.pdf for more details.
Assets	So, I'd have to have an offshore casino to no longer be eligible?	Depends on the value of the asset, if it is over \$100,000, then they would be over the asset limitation. Please see https://files.hudexchange.info/resources/documents/Assets-Asset-Exclusions-and-Limitation-on-Assets-Resource-Sheet.pdf for more details.
Assets	Asset verification doesn't necessarily trigger an eviction or termination from the program?	Verification of assets alone does not necessarily trigger an eviction or termination from the program.
Behavior	Why is only physical and verbal abuse against staff included, why not towards voucher holders? Could we create a good neighbor policy?	Who would enforce the good neighbor policy? How would it be regulated by the HCV program? Landlords can put this in their leases (some already do). Compliance with the lease is part of the Statement of Family Obligations that each voucher holder must sign. Within the City of Boulder, neighbor to neighbor disputes can also be addressed using the City's mediation services.
Contract rent changes	If my rent was effective in February and now my landlord wants to increase it for November, do I get involved in that or do they deal directly with you?	According to the HAP contract and Colorado law, landlords can only raise the rent once in a 12-month period. BHP would not allow a rent increase in this case per the HAP contract.

Discrimination	Section 2.1.C: Discrimination complaints can only be made to BHP, no one else? Why?	Nothing prohibits a participant from complaining to other agencies, when applicable, and BHP works with other state and federal agencies in those situations. BHP's aim is to always resolve the situation as close to the point of service delivery as possible. For complaints that BHP receives, clarification for the process has been made clear in the proposed changes.
Discrimination	2-1.c is it a correct interpretation that the HA is no longer required to supply information on how to file a housing discrimination complaint? Does the HA have an obligation to supply the information?	That is not correct, information is shared during the briefing.
Engagement	I think BHP can do a better job of engaging voucher holders when these changes to the Admin Plan are happening.	HCV educational sessions have been very well received, and more sessions will be included in 2025. For this round of Admin Plan changes, a postcard was sent to all participants and applicants announcing the creation of an HCV Participant Website, https://boulderhousing.org/i-need-help-finding-an-affordable-rentals/hcv-participants/ , with information on upcoming events (public hearings, HCV educational sessions, etc.), a notice was sent to all participants and applicants regarding the public hearing along with an overview of the proposed changes, and public notice posted in the Daily Camera.
General	Overall, happy with everything we are doing.	Thank you for your positive feedback. We're glad to hear you're happy with everything we're doing, and we're committed to continuing to meet your expectations.
General	I am attending the virtual meeting, what are the other meetings later today?	They are the same presentation given to you virtually, but in person at the BHP office.
General	Really appreciate the virtual opportunity.	No response needed
General	My family and I have lived in the same place for 5 years and deeply integrated into the community. Some of my children are leaving so my household is shrinking. I have been made aware that I just need to make it known that I would like to stay in my community, but I have not gotten information on this.	This needs to be directed to the property manager.

General	It really feels like you're bending over backwards to help us.	Thank you so much for your kind words. We're committed to providing the best support possible, and it means a lot to know our efforts are making a positive impact.
General	It feels like you are being as generous as you can to make things easier for us.	Thank you for recognizing our efforts. We strive to make things as smooth as possible for everyone we serve, and your appreciation truly motivates us.
General	I wanted to thank you for holding the how to move with your voucher workshop. I was able to follow the steps provided and it made my recent move very easy.	Thank you for your feedback! We're thrilled to hear that the workshop was helpful and that your move went smoothly. We're here to support you every step of the way.
General	BHP works really hard and congratulations on the projects you have going on.	Thank you for your support and kind words. We're proud of the work we're doing, and it's always encouraging to know that it's appreciated.
General	I'm so happy for Norma's engagement with the community. It really looks like she is interested in helping the community, but it feels like few of the community members are engaging. I wish more community members would engage in the activities that Norma schedules.	Thank you for recognizing Norma's efforts and commitment to the community. We share your hope that more community members will participate in these valuable activities, and we'll continue working to encourage greater engagement.
General	I'm very happy to see the sense of community at Madison. I am especially grateful to my neighbors who help her with small but meaningful tasks like taking the trash out.	Thank you for highlighting the strong sense of community at Madison. It's heartwarming to hear about neighbors supporting each other, and we're grateful to everyone who contributes to making our community a better place.
General	Request for printed copy of Admin Plan	Nine copies were requested and printed.
HCV Contact info	We can walk-in on Wednesday's?	Yes, no appointment is needed between 8:30 and 4:30 every Wednesday.
Household composition	A 17-year-old who is on the program is taken off if they go to school and turn 18?	Family can decide if they wish to keep the student on the voucher as an absent family member, unless the student has established a residency outside of the voucher unit, then they would be removed.
Household composition	When there is a change in family composition and it reduces voucher size, could the reduction in voucher size be longer	Based on participant feedback, this will be extended to provide a 120-day notice of reduction in voucher size, which could increase participant portion of rent. This allows households more time to decide if they wish to stay and pay more rent or have time to move to a different unit.

	than 30 days?	
Income	Section 3.II. A: Income limits apply only at eligibility. Why?	Income limits determine whether a household can be assisted under the HCV program. After participating in the program, income is used to determine the amount of rent portion. Once income is high enough to cover the amount of contract rent (and no assistance is paid), households are then put on a 6-month safety net to provide adequate time for the household to find alternative housing or to address reductions in income.
Income	6.I.G SS amount after garnishment, does that include Medicare deductions?	Medicare deductions are not considered a garnishment, but a medical expense. Medical expenses are not considered when calculating income. BHP has elected for many years to not consider medical expenses, and instead to reduce the rent portion, due to the significant burden that maintaining medical records placed on all households, especially elderly and disabled households.
Income	6.I.G. Income is only updated every 2 - 3 years based on MTW Activities 2016-1 and 2 - income, is that correct?	Under the changes made by BHP under the MTW program, income is only recalculated every 2 - 3 years (at recertification) depending on family type. As long as \$6,000 of annual income is included, any increases in income can be kept by the household and rent will not increase.
Income	Concern about fluctuation in Mexican Economy that has affected her pension from Mexico	The HCV program has no jurisdiction here.
Income	If I had an offshore casino and had an income of \$100,000, I would be ineligible?	Yes, as the income would be over the eligibility limits for the program and participants would be able to pay the full contract rent based on income. Please see https://files.hudexchange.info/resources/documents/Assets-Asset-Exclusions-and-Limitation-on-Assets-Resource-Sheet.pdf for more details.
Income	What about temporary incomes like trial employment for disabled people?	According to BHP's policies, if annual income of \$6,000 is reported at the annual/regularly scheduled recertification, any increases to income do not need to be reported until the next regularly scheduled recertification. At that time, if the employment has continued, it would be included in the calculation of annual income and rent.
Income	What is the area median income?	100% for a family of four is currently \$148,400. For a family of 2, the 60% AMI limit is \$70,080.
Individual situation	An individual asked about the biggest change that would affect them personally based on their situation	Responded to individual situation
Individual situation	Questions about her portion of the rent, please call	Spoke with her and explained and clarified her specific situation, also sent her written documentation.

Information	What do you do with information that you do not use?	Depends on the type of information. Medical records are disposed of immediately. Other information may be kept in the participant file.
Information	In Chapter 5 you ask for sexual orientation, what do you do with that information?	The wording from the Admin Plan is: "BHP may maintain voluntary and anonymous reporting of sexual orientation or gender identity for compliance with data collection requirements by state and local governments, or other federal assistance programs so long as the information obtained for such reporting has no bearing on eligibility for housing or program participation." As of right now, BHP is not aware of any data collection requirements.
Inspections	When we rent a place, it's normally required that it be totally empty so an inspection can happen. A friend of mine wanted to stay in the place he was in but the roommate upstairs did not want to vacate so my friend lost that place. Is it a policy that you cannot inspect a unit that is furnished?	No, that is not a policy. If someone is trying to lease in place, we will inspect the unit as occupied. If a landlord wishes to rent to a new HCV holder and the previous tenant is still in place, HCV must wait until the unit is vacant to inspect the unit, as it must pass inspection prior to the HCV holder moving in.
Inspections	I think we would like information on the exterior living situation not just the interior of the unit.	Currently, inspection standards include prohibition of overgrown vegetation that block a walkway. Changes to inspection protocol are coming from HUD. HUD has information about the new protocol (NSPIRE) on their website. More information about NSPIRE will be shared as we get closer to the implementation date of 10/1/2025.
Landlord issues	What if the owner of the property wants to sell it?	According to Colorado law, a legal contract lease and HAP contract must be assumed by the new owner.
Landlord issues	Can the landlord have landscaping rules?	Yes, that is up to each individual landlord and what they choose to put into their lease.
Landlord issues	Do other rules, city ordinances, apply now for landscaping?	HCV is not familiar with current city ordinances, directed them to their local city to see what may be in place.
Moving	Would it be possible for BHP to set up a grant or a fund to provide money for moving expenses?	BHP will include an interest-free loan option in the 2025 MTW Annual Plan. This will be implemented after HUD approves this activity. Details are being worked out and will be included in the draft 2025 MTW Annual Plan.
Moving	How many participants move every year?	Approximately 100 households move from one unit to another with HCV assistance.
Moving	Has had experience with the move situation, must put in notice to BHP, wanted to relocate to Evergreen, took too long, was on a wait list, but the voucher wasn't ready when the unit was.	A moving process has been created and posted to our website. Participants are encouraged to provide notice to HCV that they wish to move 60 - 75 days prior to the actual move out date. This allows HCV to process the request and allows the participant time to either find a new unit, or port their voucher to another Housing Authority.

Moving	What happens if I put in a notice to move, but have not yet been able to do so, and continue in my unit but no housing assistance payments are being received.	As long as the voucher that has been issued is signed by the participant, they will remain on the program until a new unit has been found, approved and moved into, or the voucher has expired.
Moving	Some places want you to sign the lease well in advance.	The lease may need to be signed in advance, but housing assistance will start the day the lease is effective, and you have access to the unit (also referred to as the move in date).
Moving	Would it be possible to set up an escrow account for participants for future moves? This could be done by increasing the tenant rent and reducing the housing assistance payment.	Creating an escrow account presents some administrative challenges. However, BHP will include an interest-free loan option in the 2025 MTW Annual Plan. This will be implemented after HUD approves this activity.
Payment Standards	The change regarding when the new payment standard would be implemented was not clear.	Current HUD regulations require that payment standards be updated at the annual recertification. BHP does not do annual recerts except every 2 - 3 years depending on family type (and allowed for payment standard increases for all elderly and disabled households to be done effective March 1st each year). Under HOTMA, HUD is allowing payment standard increases to be put into effect at the first recert after the increased standards have been approved. For example, payment standard increases are effective January 1, 2025. If a household has a contract rent increase effective on 4/1/2025, the new payment standard would apply. If a household had a regularly scheduled recert effective 8/1/2025, the payment standard would apply at that time. BHP will no longer do mass recerts to update payment standards but wait for the next recertification.
Payment Standards	Are payment standards subject to reasonable accommodations?	Payment standards, like any policy, is subject to reasonable accommodation.
Payment Standards	Can you please clarify the amount of a one-bedroom payment standard?	The one-bedroom payment standard is \$1,823 as of January 1, 2024.
Recertification	Recertification is on a 6-month cycle, there is not a self-certification?	In the HCV program, recertification is everyone, two or three years depending on the type of voucher the household has. There is not a self-certification option in the HCV program. This option may be available from your property manager.
Repayment options	Chapter 14, page 9 - why was owner repayment options removed?	This has been included under the DeMinimus Error as per HOTMA

Resident Advisory Board	What is HUD's intention of the RAB?	The Code of Federal Regulations states that the role of an RAB is “to assist and make recommendations regarding the development of the PHA [public housing authority] plan, and any significant amendment or modification of the PHA plan”. The role of the RAB is designed to provide BHP leadership with feedback from tenant-based voucher holders on the annual plan, brainstorming program modifications, and helping educate tenant-based families about BHP programs.
Resident Advisory Board	Why is there no section in the Administration Plan to advise about the Resident Advisory Board?	The Resident Advisory Board is one method of feedback, others include HCV educational session, resident meetings at BHP sites where voucher holders live. Methods for participant engagement are always evolving and changing to meet the needs of participants and BHP.
Response time frame	Change timeframe for responding from 10 business days to 25 business days, as it's not enough time.	Extending the time frame for participant responses would delay processing recerts, create late changes to rent and housing assistance payments, shorten the amount of notice that participants would receive for changes in rent, possibly create a backlog of work for staff and unnecessary stressors with participating landlords. The HCV team works with participants to extend deadlines as needed, and in many cases provides for a second notice period. Some processes include a longer timeframe to respond. For example, applicants are invited to attend an intake interview. The invitation is sent two - three weeks prior to the intake interview. At the interview, applicants are provided with a checklist of any missing documents with an additional two weeks to respond. The recertification process includes multiple notices, emails and calls prior to the final step. This process can take up to 75 days to complete.
Response timeframe	We'd be more efficient by doubling the 10-day window for providing paperwork.	Extending the timeframe for participant responses would delay processing recerts, create late changes to rent and housing assistance payments, shorten the amount of notice that participants would receive for changes in rent, possibly create a backlog of work for staff. The HCV team works with participants to extend deadlines as needed, and in many cases provides for a second notice period.
Shared housing	If there are no children or grandparents involved, do couples qualify as family?	Yes, but marriage is also not required.
Shared housing	How do you calculate for a shared housing situation?	The payment standard and utility allowance is based on the lower of the payment standard or a pro rata share of the payment standard for the shared housing unit.
Shared housing	What does pro rata stand for?	It is the allowed allocation based on the voucher household size and the unit.
Shared housing	The voucher would be based on my income, and I would get the roommate in?	For shared housing situations, the landlord would need to write a separate lease for the voucher holder from the other persons in the home. Currently, we do have a few participants in a shared housing situation.

Shared housing	If that person moves out, then the landlord can move anyone in?	Yes, it would be the landlord's responsibility to find the applicant and screen the new person for the other portion of the unit that is not rented to the voucher holder.
Shared housing	That landlord can just pick a stranger to move in with you?	That would be up to the landlord's discretion.
Shared housing	Can you pick your own subsequent roommate?	That would be up to the landlord's discretion.
Shared housing	If you're on a voucher and in a shared housing situation and your housemate moves out and another moves in does that trigger a new inspection?	Only if the new person moving in has a Housing Choice Voucher.

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 or Federal Regulations.
2. MTW Activity changes that were approved by the Board and HUD through the MTW Annual Plan process which must be included.
3. 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 30 Pearl and Mount Calvary to 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 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 30 Pearl 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	No changes	No changes	No changes

Action Requested

Approval of Resolution #2024-7 to adopt and finalize all changes to the Administrative Plan for the Housing Choice Voucher Program.

RESOLUTION #2024-7

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 public were given a chance to comment on the proposed changes at public hearings; 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 11th day of September, 2024.

(SEAL)

Bob Walker
Chair, Board of Commissioners
Boulder Housing Partners

ATTEST:

Jeremy Durham
Executive Secretary

MEMO

To: Board of Commissioners
From: Laura Sheinbaum, Chief Real Estate Officer
 Jeremy Durham, Executive Director
Date: September 11, 2024
Re: Private Activity Bonds, Carryforward Resolution #2024-8

Background

Boulder Housing Partners issues different types of bonds to enable affordable housing financial transactions. We must utilize Private Activity Bonds (PABs) with the 4% Low-Income Housing Tax Credit (LIHTC). We apply for allocations of PABs from the City of Boulder, the Colorado Division of Housing, the Colorado Housing and Finance Authority, and other jurisdictions. When we receive allocations of PABs, BHP may hold the PABs for a period of three years before the PABs expire. If we have not used the allocation of PABs by September 15th of the year in which we received the award, then we must complete an administrative and statutory process to carryforward the PABs to ensure that the PABs do not expire.

PABs are a scarce resource given the need in Colorado to develop affordable housing with 4% LIHTCs. BHP currently has \$31,733,410 in bond cap available and intends to apply this resource to the 34th Street Project, and a future renovation project at Broadway East and West. We applied for and were awarded \$6,647,089 from the City’s 2024 bond cap allocation. Future projects that will need bond cap include 34th Street, Broadway East and West Renovation, 3300 Penrose Place, and Alpine Balsam.

See chart below for a breakdown of BHP’s current bond cap status:

BHP		2021 Cap	2022 Cap	2023 Cap	2024 Cap
DOLA Reallocation		\$ 8,500,000.00		\$ 12,000,000.00	
Louisville CHFA			\$ 1,170,276.00		
City of Boulder		\$ 4,500,000.00	\$ 5,978,461.00	\$ 5,937,584.00	\$ 6,647,089.00
Total		\$ 13,000,000.00	\$ 7,148,737.00	\$ 17,937,584.00	\$ 6,647,089.00
Date	Project	Amount			
2018	Ciclo	\$ 10,000,000.00			
2019	30Pearl	\$ 26,659,208.00			
2019	Canopy @ Red Oak Park II	\$ 9,837,072.00			
2019	Glen Willow/Canyon Pointe (Issued by CHFA)				
2020	Madison/ Woodlands	\$ 10,700,000.00			
2022	Tanta Lakes	\$ 39,038,219.00	\$ 5,000,000.00		
2022	Delegation to CHFA for Mount Calvary	\$ 1,450,000.00	\$ 1,450,000.00		
2022	Mount Calvary (Issued by CHFA)				
2023	Delegation to CHFA for Rally Flats	\$ 6,550,000.00	\$ 6,550,000.00		
2024	3300 Penrose	\$ 38,000,000.00			
2024	Diagonal Plaza	\$ 20,000,000.00			
Multifamily Cap Remaining		\$ -	\$ 7,148,737.00	\$ 17,937,584.00	\$ 6,647,089.00
Total Multifamily Cap Remaining					\$ 31,733,410.00

Resolution #2024-8 requests that the \$6,647,089 in 2024 PABs currently held by Boulder Housing Partners be carried forward for use at future BHP projects including 34th Street, Broadway East and Broadway West renovation project, 3300 Penrose, and Alpine Balsam.

Recommendation

We recommend that the Board approve Resolution #2024-8 to carryforward BHP’s 2024 Private Activity Bonds to facilitate future projects that utilize the 4% LIHTC for financing.

Action Requested

Approval of Resolution #2024-8 to carryforward BHP's current allocation of Private Activity Bonds.

CERTIFICATE RELATING TO RESOLUTION

I, the undersigned Executive Director of the Housing Authority of the City of Boulder, Colorado, a body corporate and politic, doing business as Boulder Housing Partners (the "Authority"), hereby certify that (i) the attached Resolution of the Authority (the "Resolution") was duly adopted by the Board of Commissioners of the Authority at a meeting thereof duly called and held on [____], 2024 at which meeting a quorum was present and acting throughout; (ii) the Resolution has been compared by us with the original thereof recorded in the minutes book of the Authority and is a correct transcript therefrom and of the whole of said original; and (iii) the Resolution has not been altered, amended or repealed, and is in full force and effect on the date hereof.

IN WITNESS WHEREOF, we have hereunto set our hands this ____ day of _____, 2024.

By _____
Jeremy Durham, Executive Director
Housing Authority of the City of Boulder,
Colorado, a body corporate and politic, doing
business as Boulder Housing Partners

RESOLUTION 2024-8

A RESOLUTION DECLARING THE INTENT OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF BOULDER, COLORADO, A BODY CORPORATE AND POLITIC, DOING BUSINESS AS BOULDER HOUSING PARTNERS TO USE ITS BEST EFFORTS TO ISSUE PRIVATE ACTIVITY BONDS IN CONNECTION WITH FINANCING OF DWELLING ACCOMODATIONS TO PERSONS, WITHOUT REGARD TO INCOME, AS LONG AS THE PROJECT SUBSTANTIALLY BENEFITS PERSONS OF LOW INCOME AND CARRYINGFORWARD CERTAIN PRIVATE ACTIVITY BOND VOLUME CAP ALLOCATION

WHEREAS, The Housing Authority of the City of Boulder, Colorado, a body corporate and politic, doing business as Boulder Housing Partners (the "Authority"), is organized pursuant to the Housing Authorities Law, Part 2 of Article 4 of Title 29, Colorado Revised Statutes, as amended (the "Act"); and

WHEREAS, the Act and the Supplemental Public Securities Act, Part 2 of Article 57 of Title 11, Colorado Revised Statutes, as amended (the "Supplemental Public Securities Act"), authorize the Authority to finance or refinance one or more projects to the end that dwelling accommodations may be provided that substantially benefit persons of low income; and

WHEREAS, the Authority is further authorized by the Act and the Supplemental Public Securities Act to issue revenue bonds for the purpose of defraying the cost of financing and refinancing any such project and to secure payment of such revenue bonds as provided in the Act and the Supplemental Public Securities Act; and

WHEREAS, pursuant to the Colorado Private Activity Bond Ceiling Allocation Act, Part 17 of Article 32 of Title 24, Colorado Revised Statutes, as amended (the "Allocation Act"), the City of Boulder, Colorado ("City of Boulder") has received an allocation of private activity bond volume cap of \$6,647,089 (the "2024 Allocation") of the total private activity bond volume cap allocation for the State of Colorado and its issuance authorities computed under Section 146(d) of the Internal Revenue Code of 1986, as amended (the "Code"), for the purpose of the issuance of private activity bonds; and

WHEREAS, the Authority wishes to declare its intention to use its best efforts to issue its private activity bonds, in one or more series, for the purpose of financing a "project" as defined in the Act (the "Project"); and

WHEREAS, this Resolution is being adopted to satisfy the requirement of the Authority with respect to establishing its intent to use its best efforts to issue, or to cause to be issued, private activity bonds with respect to establishing a carryforward purpose for private activity bond volume cap allocation pursuant to the Allocation Act; and

WHEREAS, the issuance of private activity bonds for such purposes constitutes a project under the Act; and

WHEREAS, the Project will be located within the City of Boulder; and

WHEREAS, the Authority will use its best efforts to cause such private activity bonds to be used by the Authority in an amount not to exceed \$6,647,089 (or such larger amount if the Authority receives additional private activity bond volume cap allocation pursuant to the Allocation Act) (collectively, the "Volume Cap Allocation") and the Authority intends to carryforward the Volume Cap Allocation;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF BOULDER, COLORADO, A BODY CORPORATE AND POLITIC, DOING BUSINESS AS BOULDER HOUSING PARTNERS:

Section 1. In order to benefit the residents of the City of Boulder, the Authority does hereby declare its intention to use its best efforts to issue its private activity bonds in one or more series (the “Bonds”) in an aggregate principal amount not to exceed \$6,647,089 (or such larger amount if the Authority receives additional private activity bond volume cap allocation pursuant to the Allocation Act), which shall be used in connection with financing the Project and any other residential facilities that substantially benefit person of low income, which residential facilities shall be located within the boundaries of the City of Boulder. The Authority shall take all actions necessary to carryforward the Volume Cap Allocation.

Section 2. [If the City of Boulder agrees to assign to the Authority its 2024 Allocation, the Authority is hereby authorized to execute an Assignment (the “Assignment”), by and between the Authority and the City of Boulder, accept the assignment of \$6,647,089 of the City of Boulder’s direct private activity bond volume cap allocation for 2024 and execute any additional documents in connection with the Assignment.]

Section 3. In connection with the management and preservation of the Authority’s private activity bond volume cap allocations, the Authority is hereby authorized to take such actions as contemplated by the Internal Revenue Code of 1986, as amended (the “Code”) and the Allocation Act and to execute any Internal Revenue Service (“IRS”) form and to enter into assignment agreements and delegation agreements with other Colorado “issuing authorities” as defined in Section 24-32-1703(12), Colorado Revised Statutes, as amended. The Chair, any Commissioner of the Board of Commissioners of the Authority (the “Board”) or the Executive Director is hereby authorized and directed to execute any such IRS form and to execute and deliver the Assignment and any other such assignment agreements or delegation agreements that are necessary to carryforward, manage and preserve the Authority’s private activity bond volume cap allocation. It is the specific intent of the Board that this Resolution shall also apply to any amounts that are awarded to the Authority from the statewide balance pursuant to the Allocation Act. The appropriate officers of the Authority are hereby authorized to apply for an award from the statewide balance pursuant to the Allocation Act.

Section 4. The Board hereby finds, determines, recites and declares that the Bonds shall not constitute the debt, multiple fiscal year obligation or indebtedness of the Authority, the City of Boulder, the State or any political subdivision of the State within the meaning of any provision or limitation of the State Constitution or statutes and shall not constitute nor give rise to a pecuniary liability of the Authority or the City of Boulder or a charge against the Authority or the City of Boulder’s general credit, nor shall the Bonds ever be deemed to be an obligation or agreement of any commissioner, officer, director, agent or employee of the Authority or the City of Boulder in such person’s individual capacity, and none of such persons shall be subject to any personal liability by reason of the issuance of the Bonds.

Section 5. The Board hereby finds, determines, recites and declares that the issuance of the Bonds in connection with financing such residential facilities will promote the public purposes set forth in the Act, including, providing dwelling accommodations that substantially benefit persons of low income.

Section 6. The Board hereby finds, determines, recites and declares the Authority’s intent that this Resolution constitute an official indication of the present intention of the Board to use its best efforts to issue, or to cause to be issued, the Bonds as herein provided.

Section 7. The appropriate officers and employees of the Authority are authorized and directed to take all action necessary or desirable to implement the provisions of this Resolution, including without limitation, the execution and delivery of all agreements, documents and certificates relating to the issuance of the Bonds and compliance with the Allocation Act and the Code.

Section 8. The Project is intended to promote the preservation of affordable housing within the City of Boulder.

Section 9. All actions not inconsistent with the provisions of this Resolution heretofore taken by the Board or any officer or employee of the Authority in furtherance of the issuance of the Bonds are hereby ratified, approved and confirmed.

Section 10. If any section, paragraph, clause or provision of this Resolution shall be adjudged to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining sections, paragraphs, clauses or provisions of this Resolution.

Section 11. This Resolution shall become effective upon its adoption by the Board of Commissioners and all prior resolutions or portions thereof inconsistent herewith are hereby repealed.

[Signatures on the Following Page]

PASSED, ADOPTED AND APPROVED this ____ day of _____, 2024.
THE HOUSING AUTHORITY OF THE CITY OF
BOULDER, COLORADO, A BODY CORPORATE
AND POLITIC, DOING BUSINESS AS BOULDER
HOUSING PARTNERS

By _____
Chair, Board of Commissioners

Attest to this ____ day of _____, 2024 by:

Executive Director

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 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

- [Ethics for Housing Professionals](#) Oct 8, 2024 Online
- [Ethics for Commissioners](#) Oct10, 2024 Online
- [HOTMA: Policy Impact/Analysis Workshop](#) Oct 16, 2024 Online
- [Commissioners' Fundamentals](#) Oct 22, 2024 Online

NeighborWorks

- [Training Institute](#) TBA TBA

PHADA (Public Housing Authorities Directors Association)

- [2025 Commissioners' Conference](#) Jan 5-8, 2025 Miami, FL
- [2025 Annual Convention & Exhibition](#) May 13-16, 2025 Seattle, WA

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>
• Resident Services Presentation	October 2024
• Partnership Awards	October 2024
• 2025 Moving to Work Annual Plan - Final	October 2024
• Arapahoe Court Sale	3 rd Quarter 2024
• 2025 Budget Draft	November 2024
• 2025 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
• Partnership Awards	March 2025
• Update from Kurt Firnhaber, Housing and Human Services Director	1 st Quarter 2025
• Partnership Awards	June 2024
• Partnership Awards	October 2024
• Climate Resiliency	As Time Allows
• Tax Credit Exits and Reinvestment	As Time Allows
• Private Activity Bonds	As Time Allows
• Unit Turn Process	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	NPG Committee	2:00-3:30
Wed. April 10	Board Retreat	9:00-3:30
Wed. May 1	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	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	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	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