



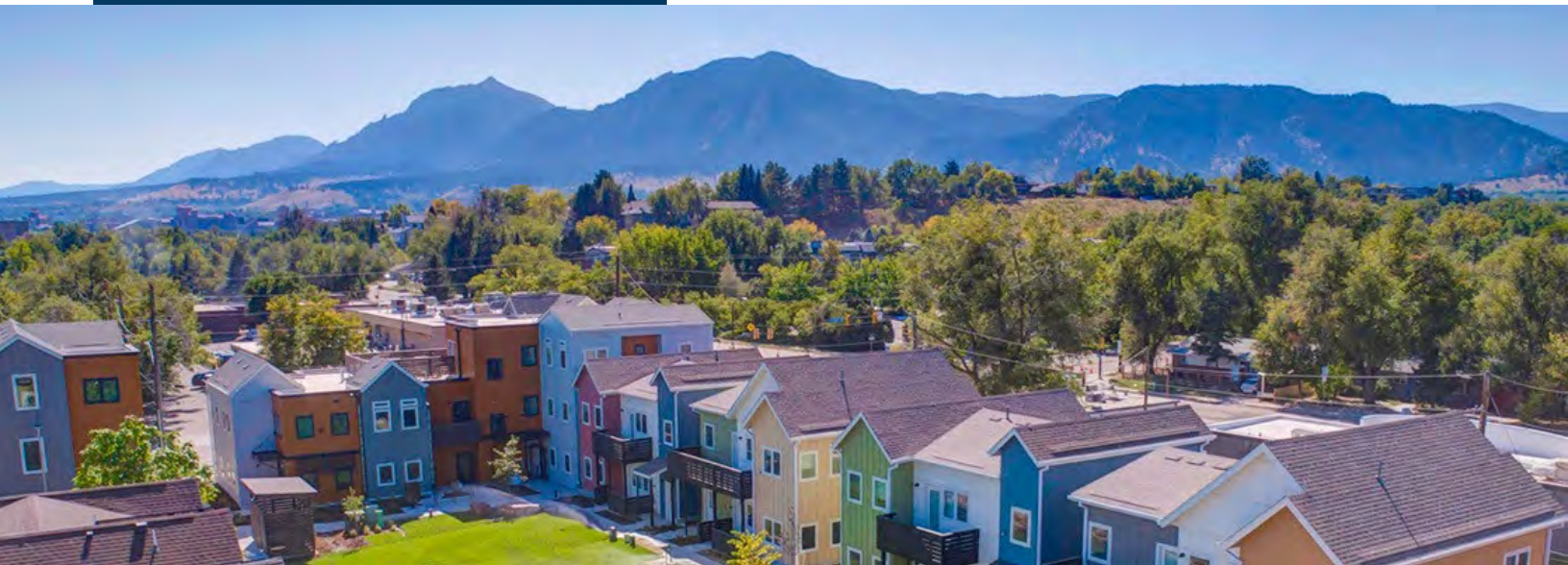
BOULDER  
HOUSING  
PARTNERS

# Board of Commissioners Meeting

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*October 9, 2024*

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





## Board of Commissioners Meeting

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

### AGENDA

		<b>Page</b>
9:00-9:30	<b>Standing Agenda and Meeting Items</b>	
	1. Call to Order and Determination of a Quorum	
	2. Public Participation	
	3. Partnership Awards	5
	4. Approval of Minutes from September 11, 2024	7
	5. Financial Dashboard	14
9:30-10:30	<b>Meeting Agenda</b>	
	1. Resident Services Presentation	25
	2. Housing Choice Voucher Overview Presentation	41
	3. 2025 Moving to Work Annual Plan - Final	55
10:30-11:00	<b>Board Matters</b>	
	1. Announcements and Other Items from the Board	
	2. Upcoming Conference Opportunities	64
	3. Future Board Items and Board Calendar	65
11:00	<b>Adjournment</b>	



## Reunión de la Junta de Comisionados

Boulder Housing Partners  
4800 N. Broadway, Boulder, CO 80304  
9 de octubre 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	5
	3. Premios a Socios	7
	4. Aprobación del Acta del 11 de septiembre de 2024	14
9:30-10:20	<b>Agenda de la Reunión</b>	
	1. Presentación de Servicios para Residentes	25
	2. Presentación general del vale de elección de vivienda	41
	3. Plan Annual de Moving to Work 2025- Resolución #2024-7	55
10:20-10:30	<b>Asuntos de la Junta de Comisionados</b>	
	1. Anuncios y Otros Elementos de la Junta de Comisionados	
	2. Próximas Oportunidades de Conferencias	64
	3. Elementos Futuros de La Junta y Calendario de la Junta	65
11:00	<b>Aplazamiento</b>	

# 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](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 Partnership Awards

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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:

**Governmental Agency: Ellen Orleans, Sustainability Programs Manager, City of Boulder  
Presented by: Anita Speirs**

The City of Boulder's Climate Initiatives Department and Boulder Housing Partners (BHP) have partnered to expand recycling services and environmental education in our neighborhoods. Ellen Orleans has been instrumental in making our communities safer, brighter, and cleaner by helping remove unwanted recyclables and waste.

Many residents face challenges accessing local recycling services. Some cannot find time to drop off items during the Center for Hard-to-Recycle Materials (CHaRM)'s operating hours, while others cannot afford the recycling fees. People without cars or those with mobility limitations may also struggle to transport large, heavy items. Thanks to our partnership with Ellen, BHP residents can now recycle items that would otherwise go to the landfill. These include materials not accepted in Boulder's curbside recycling bins, like broken electronics, appliances, plastic bags, bike tires, textiles, and scrap metal. When properly recycled, these items are collected, sorted, and transformed into new products.

These recycling events are hosted at various BHP properties, and every household in the selected property receives bilingual flyers with clear instructions and colorful images of items that can be recycled. Additionally, the opportunity is promoted in BHP's monthly newsletter, allowing all residents to participate.

Since March 2023, we have collected approximately 1,600 pounds of materials from eight BHP properties. We are grateful to the City of Boulder for funding these essential recycling events and additional pickups through Eco-Cycle and Western Disposal.

Ellen's passion, dedication, and professionalism have made all this possible. She is a joy to work with—an excellent communicator who is both compassionate and charismatic. It has been a privilege to brainstorm with her, solve challenges, and experience the satisfaction of supporting our residents before, during, and after each event.

Thank you, Ellen, for bringing joy, relief, and well-being to our BHP community. We truly appreciate your hard work and dedication.

**Local Non-profit: Boulder Public Library District  
Presented by: Claudia Perez Rogerio**

Thanks to the Boulder Public Library for a successful nine months of literacy initiatives, which have provided access to books, Storytimes, art, and science. Your efforts in organizing various activities for families and connecting with them at different sites throughout 2024, right at their doorsteps, have been impeccable.

This year, thanks to your collaboration, we have achieved nearly 830 bilingual interactions with families and children across 37 different activities at Kalmia, Iris Hawthorne, Broadway East, Broadway West, Tantra Lake, Woodlands, and Red Oak Park and Canopy. These activities have included the mobile library, Book Buddies, Block Parties, Storytime, and arts and science workshops. Additionally, we have hosted two of the three Book Rich Environments events at locations such as Tantra Lake and Iris Hawthorne. The next event is scheduled for November 6 at the North Boulder Public Library.

This work is also made possible thanks to the support of community members who volunteer their time to inform other parents about the events and collaborate with the library. Mayra Zavala shared her gratitude with the following comment: "As a volunteer during the Summer Bilingual Storytime at the Broadway East community, it has been an honor to support my community by coordinating these activities for six weeks. During this time not only my kids can explore, and learn through literature, singing, and dance, but it also helps us as parents to create a safe and enjoyable environment. We truly enjoy this quality time spent with our kids and the others in the community".

**Local Non-profit: Thorne Nature Kids – Lil’ Explorers Program  
Presented by: Claudia Perez Rogerio**

We would like to express our sincere appreciation for your exceptional dedication to promoting the holistic development of our youngest residents through the Lil’ Explorers program. Your efforts to foster lasting habits, integrate nature as a teacher, and provide opportunities for purposeful play and reflective observation are evident in the impact of every interaction you have with participants during the program. Using the balanced curriculum, you offer, which includes academic, physical, social, and emotional aspects, you create an enriching learning environment that is reflected in the smiles on the children's faces and the enthusiasm of their parents at each of your meetings. We deeply appreciate your commitment to designing an inclusive curriculum that promotes a strong sense of belonging and community. Thank you for your extraordinary work and the 18 scholarships awarded to our residents during this summer, thank you for helping to create safe spaces that make a significant difference in our community.



**BOULDER HOUSING PARTNERS**  
**Meeting of the Board of Commissioners**  
**September 11, 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	Dean Rohr	Fred Marienthal, Kutak Rock
Commissioner Bissonette	Frank Alexander	John Bales, Kutak Rock
Commissioner Block (ABSCENT)	Jason Acuña	
Commissioner Cooper	Jessica Kenney	
Commissioner Fearer	John Kimenyi	
Commissioner Lord	Julia Arencibia	
Commissioner Schoenfeld	Karen Brunnemer	
Commissioner Wallach	Karin Stayton	
	Laura Sheinbaum	
	Rene Brodeur	
	Tad Amore	
	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 9:04 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.

There was no public participation.

**III. Approval of the Meeting Minutes**

Consent agenda items approved:

1. Minutes from July 10, 2024

**COMMISSIONER WALLACH MOVED TO APPROVE THE MINUTES FROM JULY 10, 2024.  
COMMISSIONER LORD SECONDED THE MOTION. THE MOTION TO APPROVE THE MINUTES  
PASSED UNANIMOUSLY.**



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

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

The Finance Committee met on Monday, September 9, 2024, at 3:00 pm via Zoom.

Will explained that BHP is performing above budget on revenue due to increased occupancy. The net operating income is outperforming the budget for both BHP and tax credits. In addition, our cash position is strong across the portfolio.

Frank mentioned that BHP's voucher utilization is high and performing well, which means that the vouchers are in the community being used.

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

##### **Emergency Preparedness Presentation**

Frank Alexander, Deputy Director, Dean Rohr, Director of Maintenance, Rene Brodeur, Director of Community Partnerships, and Tad Amore, Director of IT, presented on Emergency and Disaster Preparedness and answered questions from the Board.

The team introduced the Incident Command Structure and discussed the differences between disasters, emergencies, and incidents and how BHP responds accordingly. The team has been trained with FEMA and the Boulder ODM team.

The team works closely with the police department, fire department, and Office of Disaster Management. We have onsite community meetings to walk the properties and prepare as much as possible.

What we ask of residents – the main thing is the more information they have, then the more prepared they can be. Boulder County has a great system to sign up for alerts. There's a texting system (888777 BOCO info), and you will get text alerts. People will be alerted if they need to evacuate or shelter in place. We ask residents to obtain renter's insurance to protect their property. Our insurance at BHP does not cover their belongings, only our properties.

##### **2025 Moving to Work (MTW) Annual Plan – Draft**

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

The plan was posted on the BHP website on Monday, September 9 and a public hearing is scheduled for September 24. Final approval will come during the October Board meeting.

##### **Housing Choice Voucher Administrative Plan – Changes Adopted | Resolution #2024-7**

Karen Brunnermer, MTW and Federal Policy Director, presented the changes adopted for the HCV Administrative Plan and answered questions from the Board.

**COMMISSIONER FEARER MADE A MOTION TO APPROVE RESOLUTION #2024-7 TO AUTHORIZE BOULDER HOUSING PARTNERS TO ADOPT AND FINALIZE ALL CHANGES TO THE ADMINISTRATIVE PLAN FOR THE HOUSING CHOICE VOUCHER PROGRAM. COMMISSIONER BISSONETTE SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

**Private Activity Bond Overview and Carryforward Resolution #2024-8**

Laura Sheinbaum, Chief Real Estate Officer, presented on Private Activity Bonds (PABs) the 34<sup>th</sup> Street Inducement Resolution #2024-8 and questions from the Board.

John Bales, Partner at Kutak Rock, gave an overview of the Private Activity Bonds (PABs) allocation process and discussed the use of bonds for the 34<sup>th</sup> Street project.

**COMMISSIONER WALLACH MADE A MOTION TO APPROVE RESOLUTION #2024-8 TO AUTHORIZE BOULDER HOUSING PARTNERS CARRYFORWARD BOULDER HOUSING PARTNERS' 2024 PRIVATE ACTIVITY BONDS TO FACILITATE FUTURE PROJECTS THAT UTILIZE THE 4% LIHTC FOR FINANCING. COMMISSIONER BISSONETTE SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

**VI. Board Matters**

Announcements and Other Items from the Board

The Board discussed the

Commissioner Fearer asked if the Commissioners could get name tags for when they have events.

Commissioner Fearer also mentioned that there will be a Resident Advisory Board meeting this week.

Jeremy mentioned that the “I Have a Dream” Luncheon is scheduled for Friday, September 27 and commissioners are welcome to join.

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. Adjourn**

The meeting of the Board of Commissioners adjourned at 11:17 am.

Seal

DATE: 9/11/2024

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Jeremy Durham  
Executive Director

\_\_\_\_\_

Jason Acuña  
Recording Secretary

\_\_\_\_\_

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

**BOULDER HOUSING PARTNERS**  
**Reunión de la Junta de Comisionados**  
**11 de septiembre 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	Dean Rohr	Fred Mariantal, Kutak Rock
Commissioner Bissonette	Frank Alexander	John Bales, Kutak Rock
Commissioner Block (ABSCENT)	Jason Acuña	
Commissioner Cooper	Jessica Kenney	
Commissioner Fearer	John Kimenyi	
Commissioner Lord	Julia Arencibia	
Commissioner Schoenfeld	Karen Brunnemer	
Commissioner Wallach	Karin Stayton	
	Laura Sheinbaum	
	Rene Brodeur	
	Tad Amore	
	Tim Beal	
	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 9:04 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.

No hubo participación pública.

**VIII. Aprobación del acta de la reunión**

Puntos del orden del día aprobados:

1. Acta del 10 de julio de 2024

**EL COMISIONADO WALLACH PRESENTÓ UNA MOCIÓN PARA APROBAR EL ACTA A PARTIR DEL 10 DE JULIO DE 2024. LA COMISIONADA LORD SECUNDÓ LA MOCIÓN. LA MOCIÓN DE APROBACIÓN DEL ACTA FUE APROBADA POR UNANIMIDAD.**

## **IX. Tablero Financiero**

Will Kugel, Director Financiero, Tory Livingston, Contralor, y Frank Alexander, Director Adjunto, presentaron el tablero financiero de julio de 2024 y respondieron a las preguntas de la Junta.

El Comité de Finanzas se reunió el lunes 9 de septiembre de 2024 a las 3:00 pm vía Zoom.

Will explicó que BHP se está desempeñando por encima de lo presupuestado en ingresos debido al aumento de la ocupación. Los ingresos operativos netos están superando el presupuesto tanto para BHP como para los créditos fiscales. Además, nuestra posición de caja es sólida en toda la cartera.

Frank mencionó que la utilización de los vales de BHP es alta y tiene un buen rendimiento, lo que significa que los vales se utilizan en la comunidad.

## **X. Orden del día de la reunión**

### **Presentación de Preparación para Emergencias**

Frank Alexander, Director Adjunto, Dean Rohr, Director de Mantenimiento, Rene Brodeur, Director de Asociaciones Comunitarias, y Tad Amore, Director de TI, presentaron sobre la Preparación para Emergencias y Desastres y respondieron preguntas de la Junta.

El equipo presentó la Estructura de Comando de Incidentes y discutió las diferencias entre desastres, emergencias e incidentes y cómo BHP responde en consecuencia. El equipo ha sido entrenado con FEMA y el equipo ODM de Boulder.

El equipo trabaja en estrecha colaboración con el departamento de policía, el departamento de bomberos y la Oficina de Gestión de Desastres. Tenemos reuniones comunitarias en el lugar para recorrer las propiedades y prepararnos tanto como sea posible.

Lo que pedimos a los residentes: lo principal es que cuanta más información tengan, más preparados podrán estar. El condado de Boulder tiene un excelente sistema para inscribirse para recibir alertas. Hay un sistema de mensajes de texto (888777 BOCO info) y recibirá alertas de texto. Las personas serán alertadas si necesitan evacuar o refugiarse en el lugar. Pedimos a los residentes que obtengan un seguro de inquilinos para proteger su propiedad. Nuestro seguro en BHP no cubre sus pertenencias, solo nuestras propiedades.

### **Plan Anual Moving to Work (MTW) 2025 - Borrador**

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

El plan se publicó en el sitio web de BHP el lunes 9 de septiembre y una audiencia pública está programada para el 24 de septiembre. La aprobación final se producirá durante la reunión de la Junta Directiva de octubre.

### **Plan Administrativo de Vales de Elección de Vivienda – Cambios Adoptados | Resolución #2024-7**

Karen Brunnemer, Directora de MTW y Política Federal, presentó los cambios adoptados para el Plan Administrativo de HCV y respondió a las preguntas de la Junta.

**EL COMISIONADO FEARER PRESENTÓ UNA MOCIÓN PARA APROBAR LA RESOLUCIÓN #2024-7 PARA AUTORIZAR A BOULDER HOUSING PARTNERS A ADOPTAR Y FINALIZAR TODOS LOS CAMBIOS AL PLAN ADMINISTRATIVO PARA EL PROGRAMA DE VALES DE ELECCIÓN DE VIVIENDA. LA COMISARIA BISSONETTE SECUNDÓ LA MOCIÓN. LA MOCIÓN FUE APROBADA POR UNANIMIDAD.**

#### **XI. Resumen de Bonos de Actividad Privada y Resolución de Arrastre #2024-8**

Laura Sheinbaum, Directora de Bienes Raíces, presentó sobre los Bonos de Actividad Privada (PABs) la Resolución de Inducción de la Calle 34 #2024-8 y las preguntas de la Junta.

John Bales, socio de Kutak Rock, ofreció una visión general del proceso de asignación de Bonos de Actividad Privada (PAB) y discutió el uso de bonos para el proyecto de la Calle 34.

**EL COMISIONADO WALLACH PRESENTÓ UNA MOCIÓN PARA APROBAR LA RESOLUCIÓN #2024-8 PARA AUTORIZAR A BOULDER HOUSING PARTNERS A TRASLADAR LOS BONOS DE ACTIVIDAD PRIVADA 2024 DE BOULDER HOUSING PARTNERS PARA FACILITAR FUTUROS PROYECTOS QUE UTILICEN EL LIHTC DEL 4% PARA EL FINANCIAMIENTO. LA COMISARIA BISSONETTE SECUNDÓ LA MOCIÓN. LA MOCIÓN FUE APROBADA POR UNANIMIDAD.**

#### **XII. Asuntos de la Junta**

##### Anuncios y otros puntos de la Junta Directiva

La Junta Directiva discutió la

El Comisionado Fearer preguntó si los Comisionados podrían conseguir etiquetas con sus nombres para cuando tengan eventos.

El comisionado Fearer también mencionó que habrá una reunión de la Junta Asesora de Residentes esta semana.

Jeremy mencionó que el almuerzo "Tengo un sueño" está programado para el viernes 27 de septiembre y los comisionados son bienvenidos a unirse.

##### Oportunidades de conferencia

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

##### Futuros elementos de la Junta Directiva

No se agregaron elementos futuros.

#### **XIII. Aplazar**

La reunión de la Junta de Comisionados se levantó a las 11:17 am.

Foca

FECHA: 9/11/2024

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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  
Directora Ejecutiva

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Jason Acuña  
Secretaria de Actas



**BHP Financial & Operations Update – BHP Board Meeting**  
*Wednesday, October 9, 2024*

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





# Finance & Operations Metrics



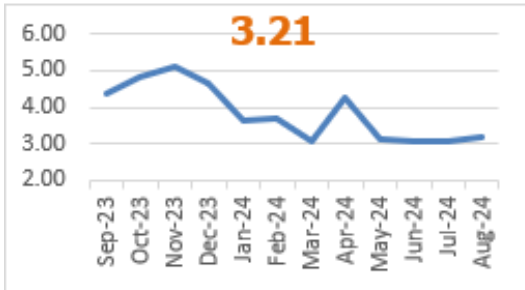
# BHP Key Metrics (Through August 2024)

## BHP Net Income

	YTD Actual	YTD Budget	% Diff
Revenue	34,780,579	29,691,779	17%
Expense	(26,907,141)	(25,856,482)	-4%
	7,873,437	3,835,297	

- 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

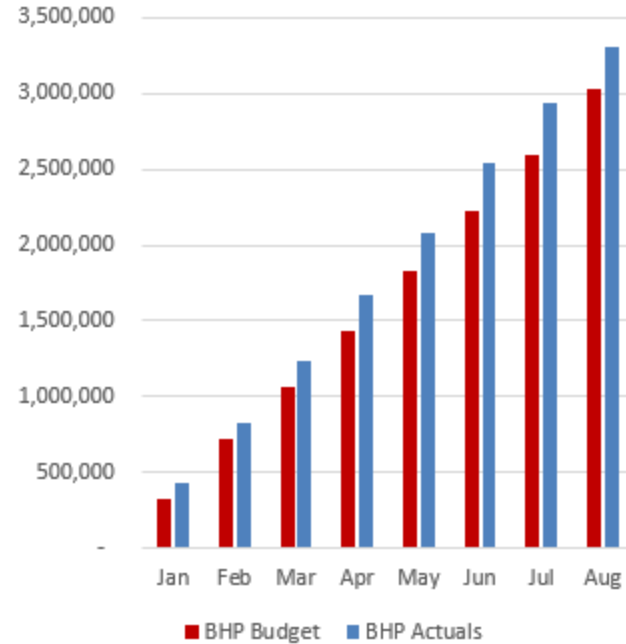


BHP Target: > 2.0

Unrestricted cash / current liabilities

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

## BHP NOI - YTD



- NOI above budgeted levels.

## PUPA \$9113 BHP & TC



# Tax Credits Key Metrics (Through August 2024)

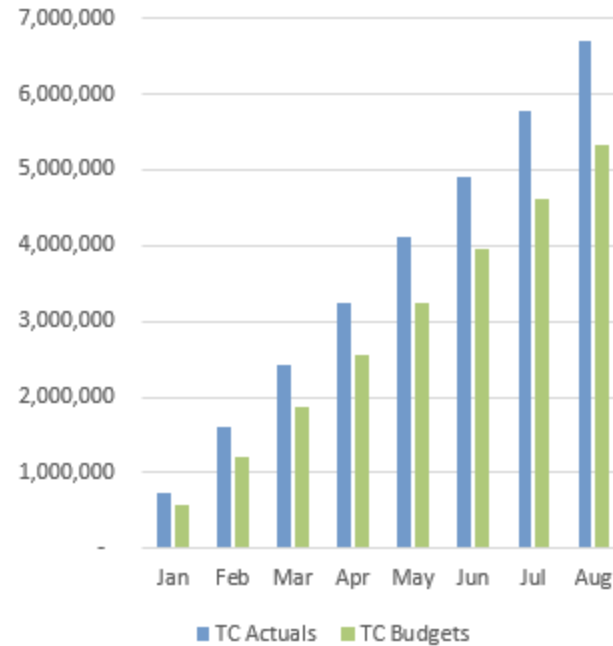
## LIHTC Net Income

	YTD	YTD	%
	Actual	Budget	Diff
Revenue	13,939,057	12,659,295	10%
Expense	(21,526,375)	(21,093,136)	-2%
	(7,587,317)	(8,433,841)	

excludes Hilltop, Hawthorn Court, Rally Flats

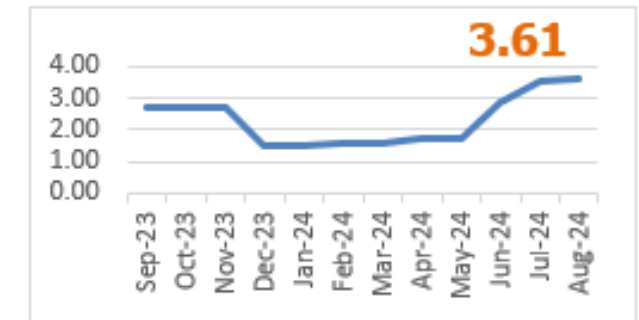
- Revenue above budgeted levels.
- Note the LIHTC expenses above includes approximately \$14MM in non-operating and non-cash expenses.

## 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 – Details (Jan - Aug 2024)

## August 2024 YTD Actuals:

- BHP Properties: 95.7% (492 units)
- Tax Credits: 96.9% (1,091 units)

 **BHP Overall: 96.5%**

## 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	95.2%
<i>Dakota Ridge</i>	13	92.5%
<i>Midtown</i>	13	88.3%
<i>Sanitas Place</i>	12	100.0%
<i>Twin Pines</i>	22	97.4%
<b>Combine Loan One Subtotal</b>	<b>71</b>	
<i>Hayden Place</i>	24	94.0%
<i>Whittier</i>	10	96.9%
<b>Combine Loan Two Subtotal</b>	<b>34</b>	
<i>Casey</i>	6	N/A
<i>Cedar</i>	13	88.5%
<b>Combine Loan Three Subtotal</b>	<b>19</b>	
<i>Twenty37 Walnut</i>	26	80.7%
<i>Bridgewalk</i>	123	98.1%
<i>Broadway East</i>	44	92.0%
<i>Foothills</i>	74	97.8%
<i>Hayden Place 2</i>	6	95.6%
<i>Trout Farms</i>	31	96.4%
<i>Holiday</i>	49	99.1%
<i>Vizioso</i>	15	100.0%

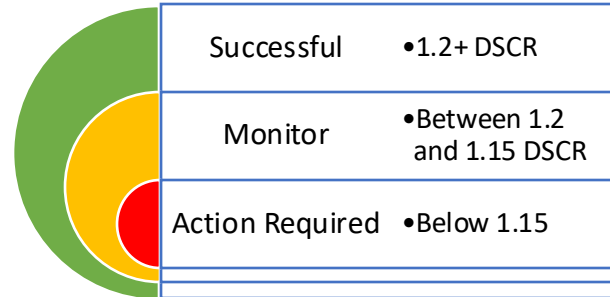
Tax Credit Properties	Units	Occupancy %
<i>Tantra Lake Apartments</i>	185	95.4%
<i>Broadway West</i>	26	99.2%
<i>High Mar</i>	59	98.9%
<i>Lee Hill (4)</i>	31	92.8%
<i>Palo Park</i>	35	96.8%
<i>Red Oak Park</i>	59	98.6%
<i>Ciclo</i>	38	90.1%
<i>Canopy</i>	41	97.0%
<i>30 Pearl</i>	120	95.6%
<i>WestView</i>	34	97.5%
<b>West End Communities</b>	<b>116</b>	97.5%
<i>Canyon Pointe</i>	82	98.8%
<i>Glen Willow</i>	34	97.0%
<b>Madison Woods</b>	<b>68</b>	97.8%
<i>Madison</i>	33	97.9%
<i>Woodlands</i>	35	94.4%
<b>Boulder Communities</b>	<b>279</b>	97.8%
<i>Diagonal Court</i>	30	98.9%
<i>Iris Hawthorn</i>	14	95.0%
<i>Kalmia</i>	49	98.1%
<i>Manhattan</i>	41	97.9%
<i>Northport</i>	50	99.0%
<i>Walnut Place</i>	95	98.4%

# 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 August of 2024, all BHP properties are meeting DSCR.



8 Months Ending August 31, 2024

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		2.05
Dakota Ridge	4900 10th St.	13		2.22
Midtown	837 20th St.	13		1.53
Sanitas Place	3640 Broadway	12		2.22
Twin Pines	1700 22nd St.	22		2.27
<b>Combine Loan One Subtotal</b>		<b>71</b>	✓	<b>2.12</b>
Hayden Place	34th & Hayden Place	24		2.29
Whittier	1946 Walnut St.	10		3.41
<b>Combine Loan Two Subtotal</b>		<b>34</b>	✓	<b>2.57</b>
Casey	2453 Broadway	6		1.00
Cedar	1240 Cedar	13		1.91
<b>Combine Loan Three Subtotal</b>		<b>19</b>	✓	<b>1.50</b>
Twenty37 Walnut (2)	2037 Walnut	26		-
Bridgewalk	602-698 Walden Circle	123	✓	1.31
Broadway East	3160 Broadway	44	✓	4.04
Foothills	4500 block of 7th/8th	74	✓	1.77
Hayden Place 2 (3)	3480 Hayden Place	6	✓	1.46
Trout Farms	2727 Folsom	31	✓	1.69
Holiday	1500 Lee Hill	49	✓	2.28
Vistoso	4500 Baseline	15	✓	2.10

### 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 8/31/2024. All tax credit entities except for Ciclo are meeting DSCR requirements.

Tax Credit Properties	Address	Units	Debt Service Coverage Ratio	
				BHP Target 1.15
<b>Broadway West</b>	3120 Broadway	26	✓	2.91
<b>High Mar</b>	4990 Moorhead Ave	59	✓	1.96
<b>Lee Hill (4)</b>	1175 Lee Hill	31	✓	1.49
<b>Palo Park</b>	3295 Palo Pkwy	35	✓	1.81
<b>Red Oak Park</b>	27th & Valmont	59	✓	1.71
<b>Ciclo</b>	3390 Valmont	38	✗	1.03
<b>Canopy</b>	26th Valmont & 29th Arnett	41	✓	1.49
<b>30 Pearl</b>	3075 Pearl & 3001 Spruce	120	✓	1.32
<b>Tantra Lakes</b>	807-999 Moorhead	185	✓	1.68
<b>WestView</b>	4600 Broadway	34	✓	1.50
<b>West End Communities</b>	Various	116	✓	1.78
Canyon Pointe	700 Walnut	82		1.88
Glen Willow	301-333 Pearl St.	34		1.54
<b>Madison Woods</b>	Various	68	✓	1.79
Madison		33		1.49
Woodlands		35		2.14
<b>Boulder Communities</b>	Various	279	✓	1.89
<b>Tax Credit Sub Total excluding Lee Hill:</b>		875		1.67

(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 – August 2024)

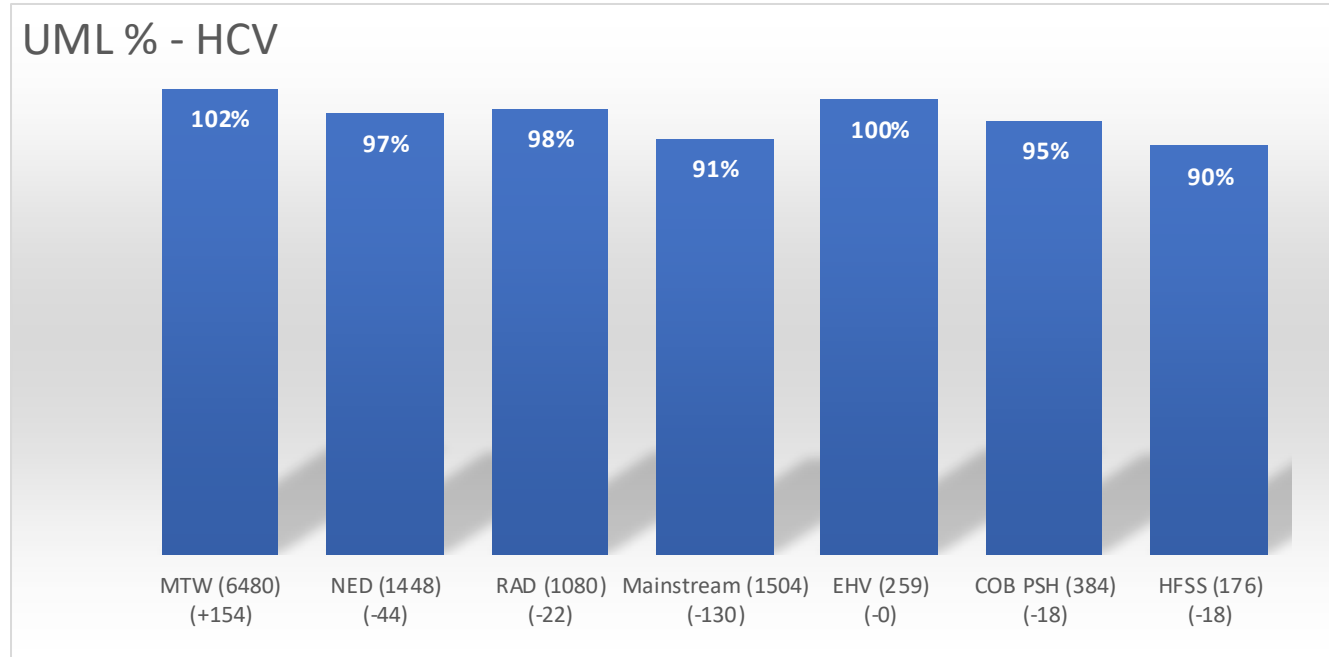
## Year to Date Voucher Utilization

- Overall high utilization of all vouchers

## **Other Highlights(Jan-Aug 2024):**

- Applications processed:..... 142
- Vouchers issued:..... 93
- New lease ups:..... 95
- Annual recertifications processed:..... 580
- Port outs:..... 8
- Households who exited the program:..... 78

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



MTW – Housing Choice Vouchers (includes 317 PBVs)..... **Total 824**  
 NED – Non-Elderly Disabled Vouchers..... **Total 181**  
 RAD – Diagonal Court, Iris Hawthorn, Manhattan, Northport PBVs.... **Total 135**  
 Mainstream – Young/disabled vouchers..... **Total 188**

EHV – Emergency Housing Vouchers..... **Total 30**  
 COB PSH – City of Boulder Permanent Supportive Housing Vouchers **Total 48**  
 HFSS – Housing First Scattered Site..... **Total 22**

# BHP Cash Position

## BHP Operating Cash & Development Resources as of 8/31/24.

- Current Balances all exceed specific balance goals.

### Operating Cash

Current Operating Cash / Ins Reserve  
\$6,950,147

2024 Annualized Expenses  
\$ 17,043,458

**4.9 Months**

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

BHP Cash Report 8/31/2024					
	August 2024	Change From Prior Month	YTD Change	Board Goal	Surplus / Deficit to Goal
<b>Unrestricted Cash Available for Operations</b>					
BHP Operating Cash	● \$ 6,084,425	\$ (258,581)	\$ 2,624,150	\$ 2,750,000	\$ 3,334,425
Insurance Reserve	● \$ 865,722	\$ 12,972	\$ 16,778	\$ 650,000	\$ 215,722
BHP Replacement Reserves	● \$ 4,109,376	\$ (77,789)	\$ (383,455)	\$ 1,771,000	\$ 2,338,376
<b>Total Unrestricted BHP Cash</b>	<b>\$ 11,059,523</b>	<b>\$ (323,398)</b>	<b>\$ 2,257,473</b>	<b>\$ 5,171,000</b>	<b>\$ 5,888,523</b>
<b>Development Resources, Including LOC</b>					
Development Equity Fund	\$ 1,882,119	\$ (95,702)	\$ (1,118,470)		
Line of Credit - Available	\$ 10,000,000	\$ -	\$ -		

# Tax Credits Cash Position

## Tax Credit Cash Balances (operating cash) as of 8/31/24.

- Cash position is strong and growing each month at the tax credits properties.

### Tax Credit Cash Report (8/31/2024)

	August 2024	Change From Prior Month	YTD Change
<b>Cash Category</b>			
Operating Cash (Unrestricted)	\$ 3,742,130	\$ 393,896	\$ (422,928)
Replacement Reserves (Restricted) (1)	\$ 2,381,357	\$ 39,187	\$ 585,879
<b>Total</b>	<b>\$ 6,123,486</b>	<b>\$ 433,083</b>	<b>\$ 162,951</b>

(1) Includes \$100K of replacement reserves in CDs.

Tax Credit Properties - Cash Balances	Units	July 2024 Cash Balance	Change From Prior Month
<i>Tantra Lake</i>	185	\$ 669,539	\$ 51,793
<i>Broadway West</i>	26	\$ 94,600	\$ 13,169
<i>High Mar</i>	59	\$ 186,937	\$ 27,793
<i>Lee Hill (5)</i>	31	\$ 228,951	\$ 21,170
<i>Palo Park</i>	35	\$ 77,223	\$ 4,635
<i>Red Oak Park</i>	59	\$ 143,719	\$ 10,536
<i>Ciclo</i>	38	\$ 73,722	\$ 32,942
<i>Canopy</i>	41	\$ 133,198	\$ 18,169
<i>30 Pearl</i>	120	\$ 319,442	\$ 35,948
<i>WestView</i>	34	\$ 97,634	\$ (2,490)
<i>West End Communities</i>	116	\$ 677,528	\$ 74,562
<i>Madison Woods</i>	68	\$ 387,557	\$ 51,062
<i>Boulder Communities</i>	279	\$ 652,079	\$ 54,607
<b>Total</b>	<b>1,091</b>	<b>\$ 3,742,130</b>	<b>\$ 393,896</b>



# Questions

## Questions



# Resident Services



BOULDER  
HOUSING  
PARTNERS



# Boulder Housing Partners Resident Services

October 9, 2024

## Agenda

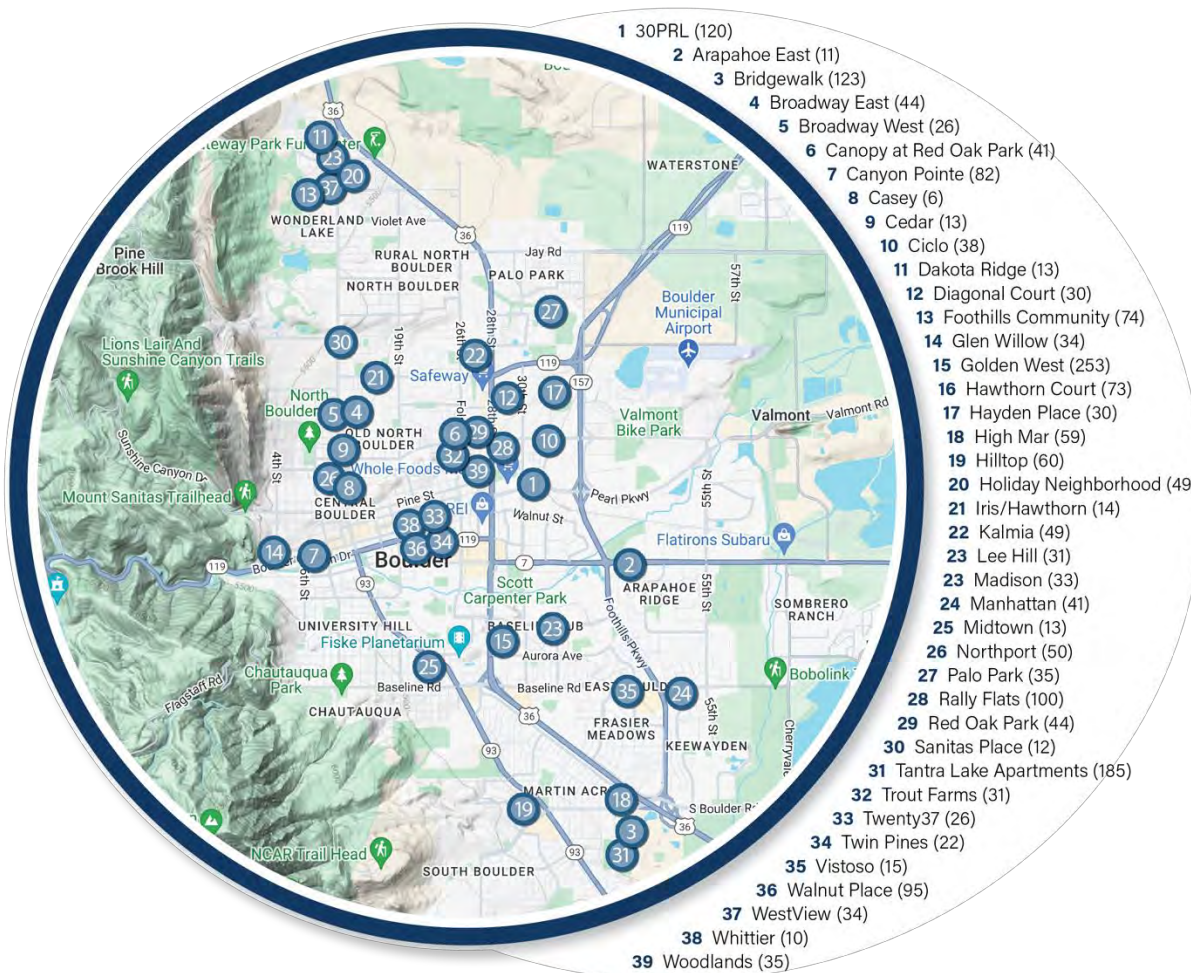
- Who we serve
- What we are trying to achieve
- Our framework
- Examples of our programs and services
- Questions



Anita, Brittany, Claudia, Eva, Isabelle (MSW intern), Jamillah, John, Karin, Lyndall, MJ, Norma, Rene, Stef, Tim

# Resident Services Department

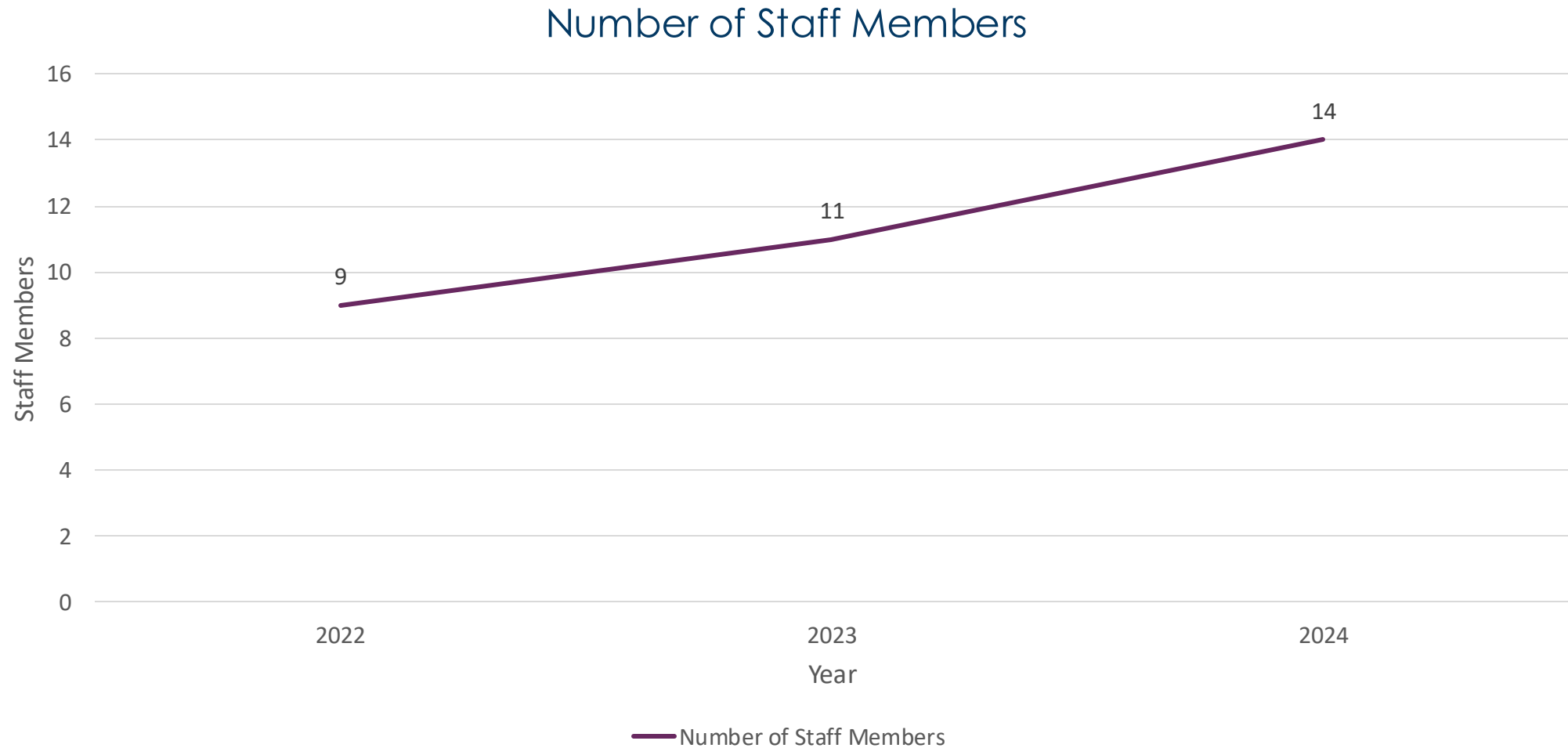
**Vision: Inclusive and healthy communities, where all residents have access to resources, support, and opportunities to enhance the quality of their lives.**



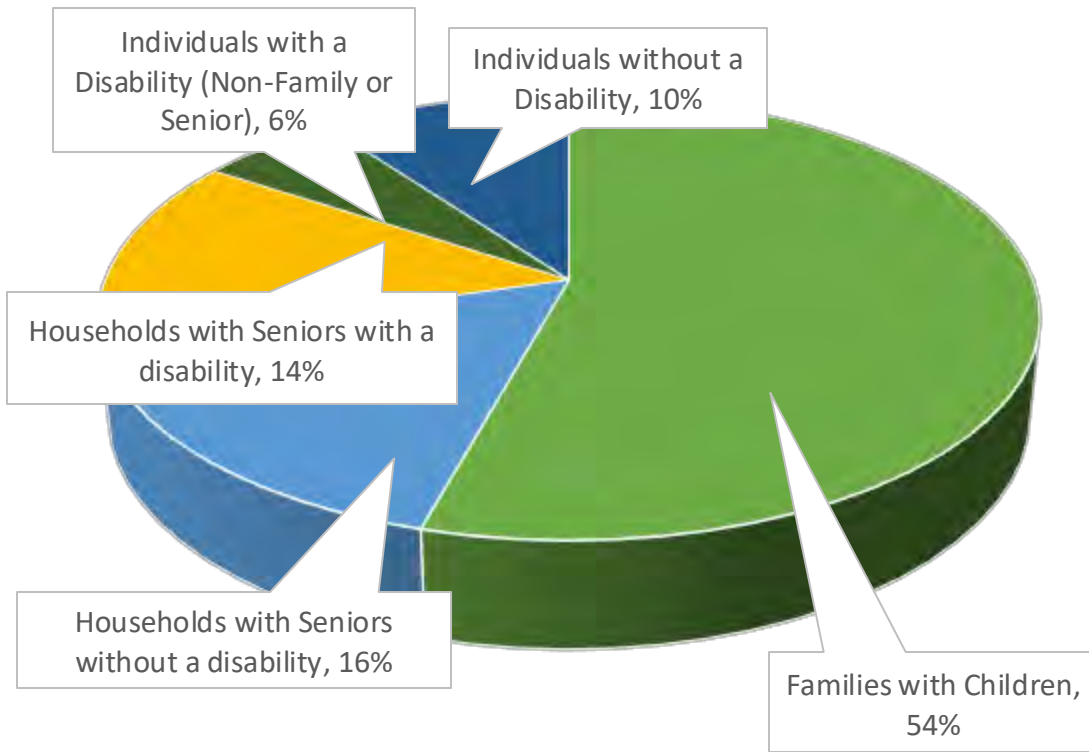
Director of Resident Services:	<b>1</b>
Director of Community Partnerships:	<b>1</b>
Resident Services Managers	<b>2</b>
Resident Services Coordinators	<b>5</b>
Activities Coordinator	<b>1</b>
Events Coordinator	<b>.25</b>
Strengthening Families Coordinator	<b>1</b>
Early Childhood Coordinator	<b>.5</b>
DU MSW Intern	<b>400 hours</b>

# Resident Services Department

**Vision: Inclusive and healthy communities, where all residents have access to resources, support, and opportunities to enhance the quality of their lives.**



# Who We Serve



## AVERAGE INCOME

**\$18,840** All BHP Households

**\$14,195** Seniors

**\$11,263** People with Disabilities

**\$34,423** Households with Children

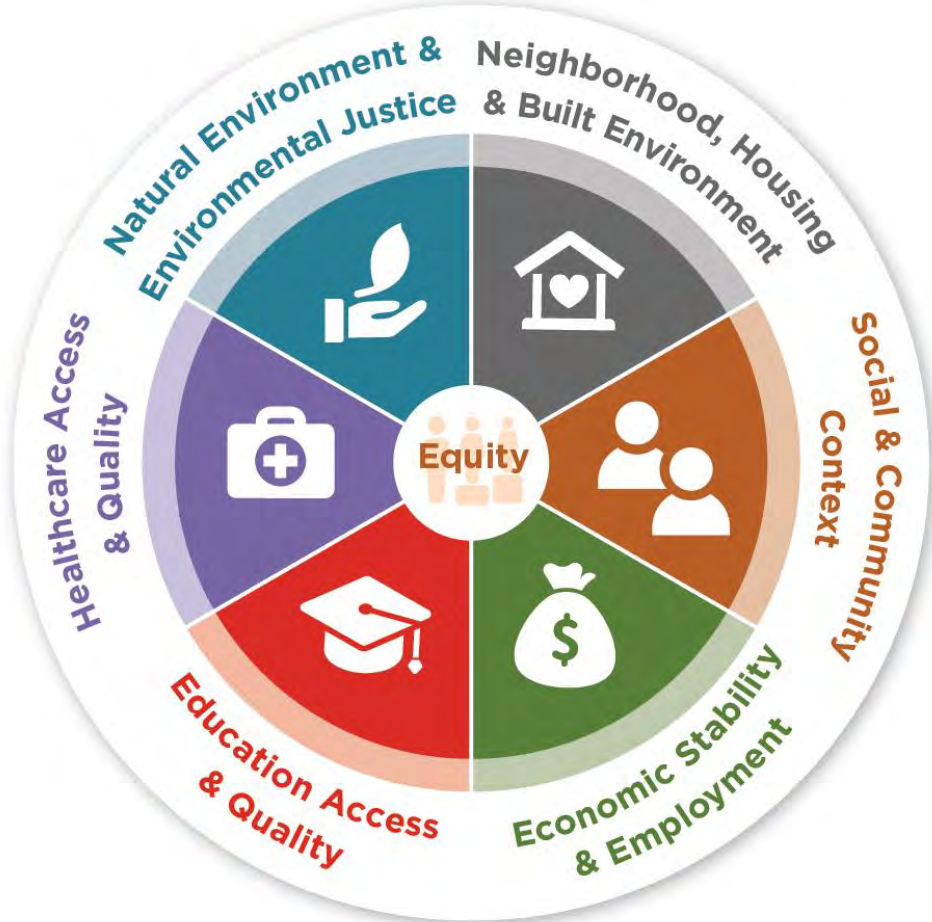
**76%** Percentage of Households Who Earn 30% Area Median Income (AMI) or Less

**289** Individuals Who Were Formerly Unhoused

# Service Enriched Affordable Housing



# Addressing Social Determinants of Health



U.S. DHHS, Office of Disease Prevention and Health Promotion





# Resident Services Framework

## Community Building

New move-in welcome and orientation, assessment of strengths and needs, community meetings, activities, events, resident leadership



## Resource Navigation

Eligibility benefits (SNAP, health insurance, etc.), basic needs, rent assistance, referrals to community resources



## Well-Being & Stability Case Management

Coaching & goal setting, coordination of services, parenting support, financial development, education, employment, support to age in place



## Wrap Around Services

Case management & coordination with community agencies to support higher levels of need



# Community Building: Joy & Connection



# Resource Navigation



*Danza la Morenita*

# Community Health & Well-Being



# Wrap Around Services



# Well-Being & Stability: Case Management

46 Family Self-Sufficiency Participants

111 Residents Supported by All Roads

90 BHP Dreamer Scholars





# Community Partners





## 2024 BHP Foundation Board Members

- Betsey Martens, President
- Becca Bracy, Vice-President
- Midge Korczak, Secretary
- Laurie Albright
- Matt Bissonette
- Eliana Colunga
- Anastasia Fazal
- Teresa Garcia
- Pam Griffin
- Laurie Hathorn
- Betty Hoye
- Elizabeth Million
- Anita Speirs
- Willem van Vliet



Thank you!





# Housing Choice Voucher Program

Karen Brunnermer

## AGENDA

- What is a voucher?
- Who do vouchers serve?
- How does one get a voucher?
- How many does BHP have?



# What is a Voucher?

- Federally funded rental assistance
- Tied to the household
- Can be used anywhere in the private rental market
- Participants pay 30-40% of their income towards rent
- Can be “ported” to any of the 50 states and US territories
- Not time-limited

# Voucher Types and Populations Served

- Emergency Housing Vouchers = homeless, at risk of being homeless, domestic violence, or recently housed but still not stable
- Permanently Supportive Housing = chronically homeless with a disabling condition
- Non-elderly disabled/Mainstream = an adult member of the household must be between 18 and 61 and a person with a disability
- All populations = preference given to families with children, single-person households who are elderly (62 and over) , or a person with a disability

# How Does One Get a Voucher?

- Emergency Housing Vouchers = these vouchers have sunset as of 9/30/2023
- Permanently Supportive Housing = coordinated entry system through Metro Denver Homeless Initiative or Homeless Solutions of Boulder County
- Non-elderly disabled = lottery process with preference
- All populations = lottery process with preference

# How Does One Get a Voucher?

## Coordinated Entry

- Set up by Metro Denver Homeless Initiative
- Used for the vouchers where homeless is a preference/priority
- Local service providers refer clients into the coordinated entry system
- Clients are then referred to BHP when a voucher becomes available

## Lottery

- Open when we have vouchers available
- Goal = get housing assistance to randomly selected applicants within 6 - 12 months
- Application available online when lottery is open

# After People Apply for Lottery, How are Numbers Randomly Selected?

## **Preference is given to those who are:**

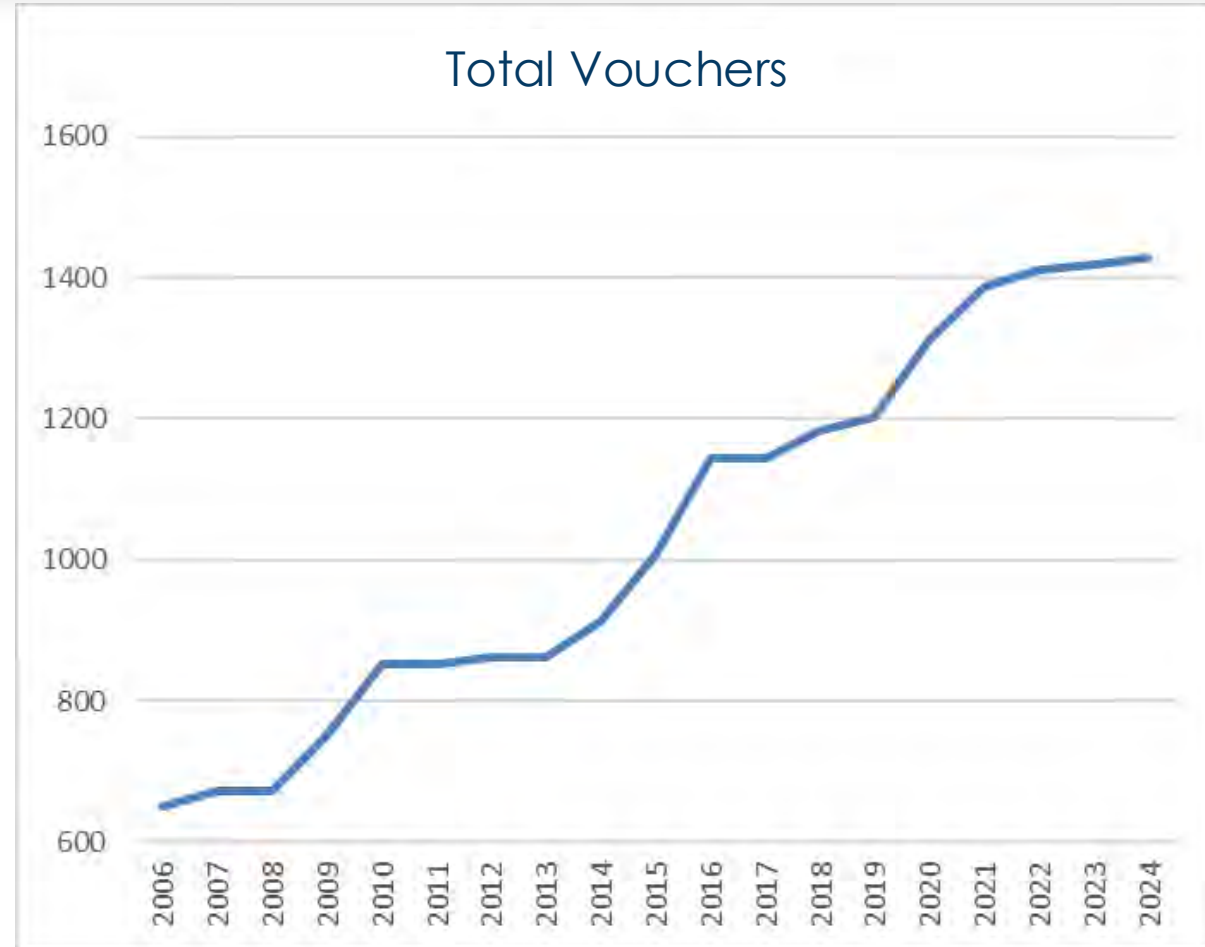
- Families with children
- Single person households age 62 or older
- Single person household with a person with a disability

## **AND either:**

- Live in Boulder County
- Work at least 20 hours in Boulder County
- Has an adult child or parent who lives in Boulder County
- Is homeless and receives services through an agency in Boulder County

# How Many Vouchers Does BHP Have?

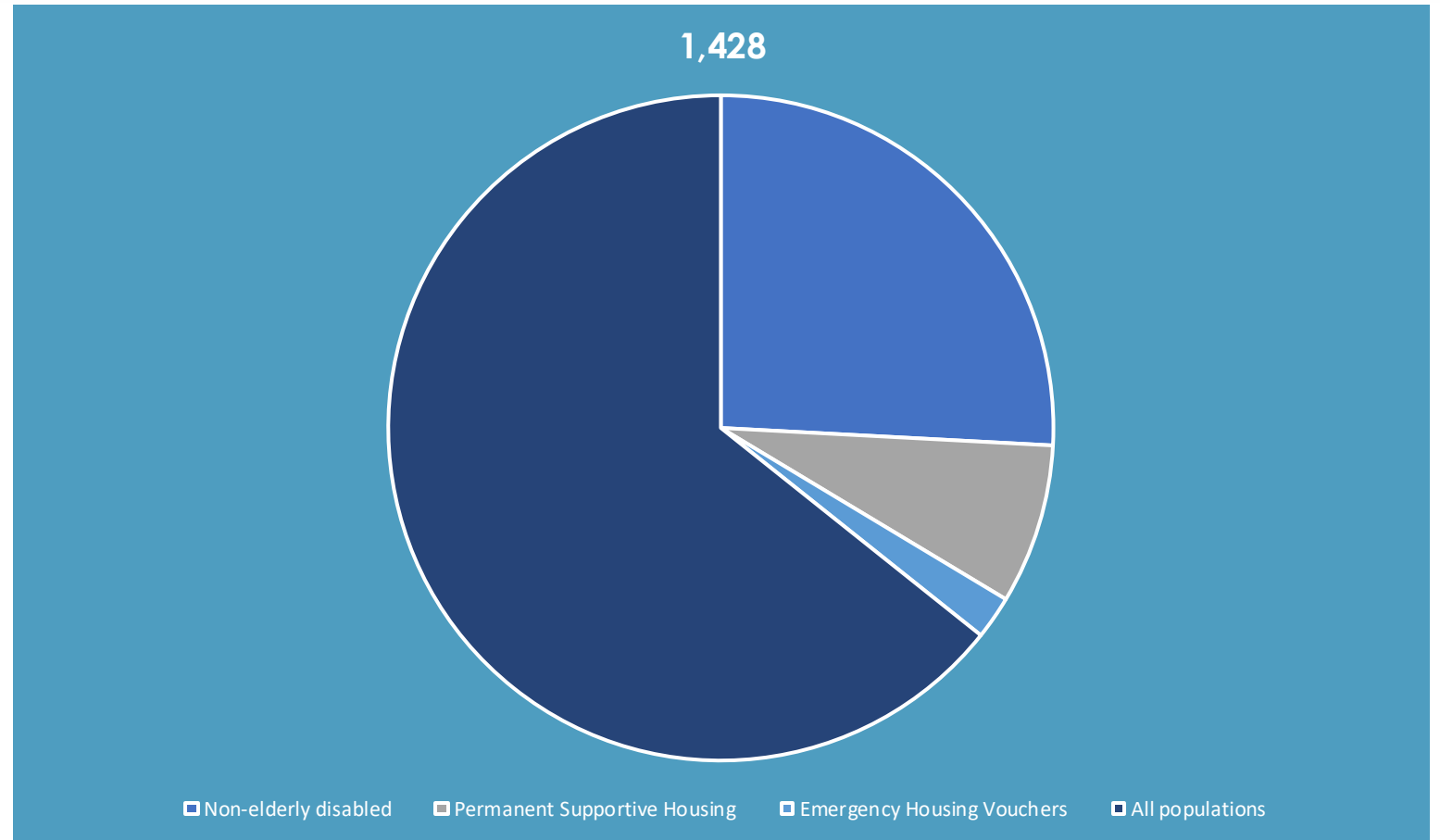
As of  
October 1, 2024:  
1,428





# How Many Vouchers Does BHP Have?

EHV – 30 (2%)  
PSH – 111 (8%)  
NED – 359 (26%)  
All – 918 (64%)



# Tenant-Based Versus Project-Based

- HUD allows PHAs to attach vouchers to a project
- Participants allowed to move after three years with a tenant-based voucher
- Allows PHAs to house lower-income families
- Example: Single person household with SSDI income of \$750 per month:
  - 30% AMI rent = \$650
  - Rent based on income = \$200
- MTW authority = no cap on project basing for BHP

# Tenant-Based Versus Project-Based

Tenant-based (total 961)

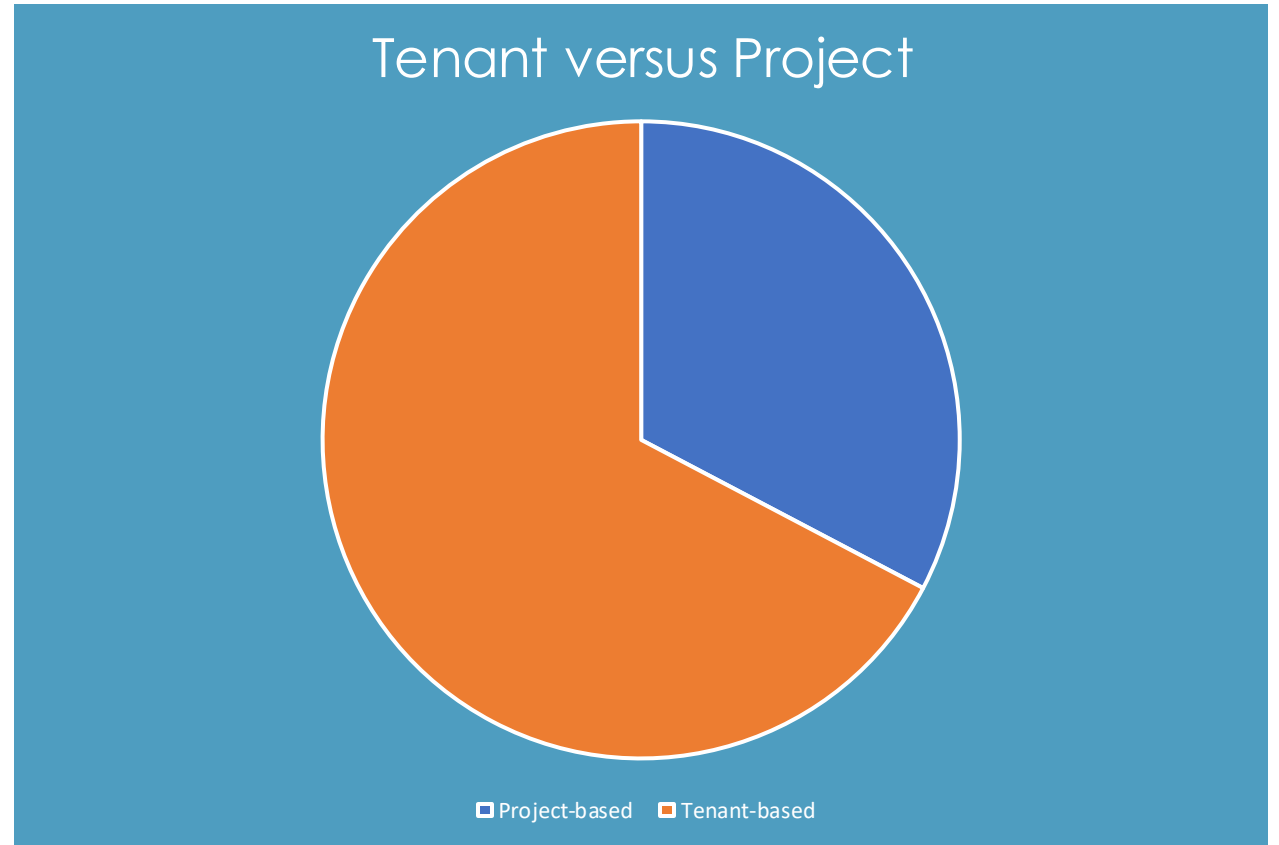
vs.

Project-based (total 467)

PBVs: 30 Pearl	20	Lee Hill	31
Broadway East	44	Madison	33
Diagonal Court	30	Manhattan	41
Hilltop	15	Northport	50
Holiday	10	Walnut Place	95
Iris Hawthorne	14	Woodlands	35
Kalmia	49		

*Coming soon:*

*Rally (10) and Hawthorn Court (8)*



# How Much Money is Involved in the Voucher Program?

- Different types of funding
- Different sources of funding
- Self-funded department through admin fee
- All other funds flow right through BHP out to landlords or service providers

# Program Funding Source, Uses, and Amounts

Program	Housing Assistance Payments	Admin Fees	Supportive Services	Operating Costs
MTW (959)	\$ 13,000,000	\$ 1,100,000	\$ -	\$ -
NED/MS (369)	\$ 5,000,000	\$ 400,000	\$ -	\$ -
PSH (HUD)(22)	\$ 356,664	\$ 13,844	\$ 223,262	\$ 75,243
PSH (COB) (48)	\$ 729,000	\$ 18,000	\$ 274,800	\$ -
EHV (30)	\$ 480,000	\$ 40,000	\$ 0	\$ -
Totals	\$ 19,565,664	\$ 1,571,844	\$ 498,062	\$ 75,243

# BHP Landlord Payments (2023)

Total - \$7,788,437

Property	PBV, TBV, or mix	
30Pearl LLLP	Mix	\$ 560,517
Arapahoe East	TBV	\$ 44,316
Boulder Communities Diagonal Court	PBV	\$ 129,944
Boulder Comm Iris Hawthorne	PBV	\$ 63,939
Boulder Comm Kalmia	PBV	\$ 465,003
Boulder Comm Manhattan	PBV	\$ 171,765
Boulder Comm Northport	PBV	\$ 162,441
Boulder Comm Walnut Place	PBV	\$ 1,101,275
Bridgewalk	TBV	\$ 173,352
Broadway East LLC	PBV	\$ 395,009
Broadway West LLLP	TBV	\$ 188,645
Canopy at ROP LLLP	TBV	\$ 58,444
Casey	TBV	\$ 84,922
Cedar	TBV	\$ 52,122
Ciclo LLLP	TBV	\$ 234,714
Dakota Ridge	TBV	\$ 78,674

Foothills Community LLC	TBV	\$ 219,584
Hayden Place	TBV	\$ 119,903
High Mar Community LLLP	TBV	\$ 428,587
Holiday Ventures LLC	Mix	\$ 269,715
Lee Hill Community LLLP	PBV	\$ 440,498
Madison/Woodlands	PBV	\$ 880,213
Midtown	TBV	\$ 30,096
Palo Park Community LLLP	TBV	\$ 141,383
Red Oak Park LLLP	TBV	\$ 142,035
Sanitas Place	TBV	\$ 29,514
Tantra Lake	TBV	\$ 538,815
Trout Farms	TBV	\$ 131,245
Twenty 37	TBV	\$ 49,262
Twin Pines	TBV	\$ 103,210
Vistoso Community LLC	TBV	\$ 126,425
WestView Community LLLP	TBV	\$ 155,550
Whittier	TBV	\$ 17,320

# Thank You



# MEMO

**To:** Board of Commissioners  
**From:** Karen Brunnemer, MTW and Federal Policy Director  
Frank Alexander, Deputy Director  
**Date:** October 9, 2024  
**Re:** 2025 MTW Annual Plan - Final

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## 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. It was presented to the TRAB group on September 12, an in-person public hearing was held on September 24, 2024, and a virtual public hearing was held on September 25, 2024. We had a total of 17 attendees. All feedback is summarized in the chart that begins on the next page.

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

There has been a change from the draft plan. An error was found for the data that was used in the impact analysis for MTW Activity 2026-1 Work-abled family tiered rent schedule. It was originally reported that 104 households would see an increase in their rent portion. After reviewing the data further, it was found that the number of households who would see an increase in their rent is 57 households. The average increase for these 57 households is \$113. The average current rent burden is only 32% and will increase to 35% once the new tiers go into effect. The average income for these families is \$34,000. Ten of these families had incomes that were beyond the original tier structure that was set and had an average rent burden of only 27%. Income for these 10 families ranged from \$46,657 to \$132,876.

Topic:	Comments:	Response:
Asset limit	If the asset limit is being raised to \$100,000 from \$50,000- people with more resources can be accepted	Yes, that is true. HUD established the limit of \$100,000 and BHP is not allowed to change the amount.



Asset limit	Currently, you are asking for 6 months' worth of statements. Is this going to change?	Yes, per the new HUD rules, only the current month statement for each account will be needed.
Elimination of 40% cap towards rent	Does the rent burden cap of 40% Cap authorize BHP to increase the Tenant Portion for all our Voucher Holders to 40% of their income towards rent?	No. The rent burden cap only applies to tenant-based voucher holders who chose to rent a unit where the contract rent is higher than the payment standard. The difference between the payment standard and the contract rent is added to participant's portion of rent based on income. In the traditional program, HUD rules state that if the participant portion is more than 40% of their income, the unit cannot be approved, and the voucher cannot be used at that unit. The contract rent on the project-based vouchers is set at a rent within the payment standard.
General MTW question	When do commissioners approve new MTW Activities?	BHP Board of Commissioners will approve the 2025 MTW Annual Plan on October 9, 2024. It will then be submitted to HUD for final approval.
General MTW question	How many PHAs are there across the country? How many of them MTW?	There are approximately 3,400 PHAs across the nation. Congress has authorized 139 PHAs to participate in this program.
General MTW question	MTW Annual Plan only applies to Voucher Holders? Is there a requirement for an Annual Plan for anything else BHP does?	The MTW Program only applies to the Housing Choice Voucher Program (both tenant-based and project-based vouchers). There is no other program that BHP administers that requires an Annual Plan.
General MTW question	Legal Consultant that is very familiar with what we are talking about today and is really excited for these changes!	Thank you, we are excited about them too.
HCV General question	Does HUD give out "new vouchers" every year?	No, they do not.
HCV General question	What percentage of the vouchers that we issue each year are "New Vouchers?"	HUD does not automatically issue new vouchers every year. We depend on attrition from current households who give up their voucher or leave the program. In 2024, BHP received 14 new vouchers (replacement vouchers for disposing of the final PH units). In 2023, BHP received 8 new vouchers (Fair Share Vouchers). In 2022, BHP received 10 new vouchers (Fair Share Vouchers).
HCV General question	When we issue vouchers to new applicants, where do the families that gave up the voucher go?	This depends on each individual household.

HCV General question	Why do families go off the Voucher Program?	Some single household participants pass away or go to a nursing home, some households increase their income to a point where they no longer need the assistance, some households are terminated from the program because they are not in compliance with the program rules.
HCV General question	Would like to move. Was told he cannot rent the unit if the owner lived in the unit?	Regulations state that a unit is ineligible when a unit is occupied by its owner or by a person with any interest in the unit. 24 CFR 982.352(a)6]
HCV General question	What does it take to get a unit approved?	The HCV team must receive the Request for Tenancy Approval to ensure the rent is reasonable and the unit passes the Housing Quality Standards.
HCV General question	Is our inspector Independent or does he work for BHP?	The HCV team works with the BHP Maintenance Department who has certified inspectors conduct the inspections for the HCV program.
HCV General question	Can we assume that if the unit has passed Boulder County Inspection, it will also pass HCV inspection?	That is a pretty safe assumption, as we believe the building code inspection is more stringent than current Housing Quality Standards.
HCV General question	There should be some kind of safeguard that restricts landlord from raising the rent if they do not give proper notice.	The Housing Assistance Payment Contract that a landlord/owner signs requires a 60-day notice of rent increase be provided to BHP. The HCV team asks participants to always send us a copy of any rent increase notice they receive as well.
HCV General question	Are there forms on the website?	Yes, there are forms available. <a href="https://boulderhousing.org/i-need-help-finding-an-affordable-rentals/hcv-participants/">https://boulderhousing.org/i-need-help-finding-an-affordable-rentals/hcv-participants/</a>
HCV General question	If there is a change in my family size, do I have to move?	Not necessarily. You will be provided with 120 days' notice of a rent increase if the voucher size decreases. You then have the option to stay in place and pay the increase in rent or move to a different unit.
Lottery	There is a gap for TBV applicants who applied in October 2023 and have not received their voucher yet.	Yes, there are still some applicants who applied in October 2023 who have not yet been processed for a voucher. We are working through all the applicants, but we have not had as many vouchers turn over as we thought we would, which has caused a delay in processing the applicants.
Lottery	Is BHP's lottery really random?	Yes, it is.

Other	We need an action item for transportation, better than the Ecompass, that covers all residents.	This is not a focus for the HCV or MTW program at this time and is being looked at by other departments at BHP. The MTW program only covers the Housing Choice Voucher Program, not all the units owned and managed by BHP.
PBV	In respect to Rally Flats, who are these project-based vouchers designed for?	There are units set aside for families or individuals who are considered homeless under HUD's definition.
PBV	If they are for a family, do the units come with a bathtub for parents to bathe their toddlers?	Yes, all two-bedroom units come with a bathtub in our new developments.
PBV	What does PBV mean?	Housing Authorities, like BHP, have the ability to take some of their Tenant-Based Vouchers (TBVs) and attach them to units at a property, which are then called Project-Based Vouchers (PBVs).
PBV	BHP has project based 30% of the total vouchers they receive?	BHP currently has 34% of the vouchers project-based, which does include 135 that HUD required to be project-based.
PBV	Is Golden West being project-based vouchers?	No, BHP has no plans to project-base any vouchers at Golden West.
PBV	How many vouchers does BHP plan on project-basing? That is just taking units away from tenant-based vouchers, who then have to give up their voucher if they want to live in a project-based property.	BHP no longer project bases vouchers on 100% of the units in a project, which allows for most units at a property to be available for households with a tenant-based vouchers. Of the 1,800 plus units owned and managed by BHP, 457 are project-based. When someone lives in a project-based voucher unit, they can request the next tenant-based voucher after 3 years and leave the property with voucher assistance.
Port	Is there anywhere you cannot port your voucher to?	You can port your voucher to any of the 50 states and territories, as long as there is a Public Housing Authority that covers the area in which you live. Karen doesn't know of any areas that are not covered. HUD provided a HUD resource locator website: <a href="https://resources.hud.gov/#">https://resources.hud.gov/#</a>

Rent tiered system	Rent Tiered System: are the 104 households impacted the lowest earners? I would like to formally look into that for the Board of Commissioners	Correction: 57 households will see an increase. The average increase for these 57 households is \$113. The average current rent burden is only 32%. The average rent burden after the new tiers go into effect is 35%. The average income for these families is \$34,000. 10 of these families had incomes that were beyond the original tier structure that was set and had an average rent burden of only 27%. Income for these 10 families ranged from \$46,657 to \$132,876.
Security deposit and moving expenses	Moving expenses loan: could it be a grant for \$500?	Staff discussed this possibility but have not come up with a way to make it fair to all. If we set aside a certain amount each year, how does it get distributed evenly? First come, first served? Everyone who moves in the first part of the year may exhaust all the funds. This will be considered once we know how much this will be used, as the money has to come from someplace.
Security deposit and moving expenses	If there is a calamity, if there is an emergency, can we re-visit the loan payback agreement?	Always, this can be re-visited and revised based on extreme circumstances.
Security deposit and moving expenses	There needs to be a contamination exception for moves that includes a grant. Radon is an issue.	This is a great thought and when we re-visit the loan for moving expenses, we will consider it.
Security deposit and moving expenses	10-month period to pay back Security Deposit Loan Fund and Moving Expenses Fund is cool!	Thank you, we hope it will help with the moving process.
Security deposit and moving expenses	What was the percentage of applicants that paid back the Security Deposit Loan Fund?	From 2016 through 2023, \$17,000 has been loaned out to 25 households. All but \$325 has been paid back.
Security deposit and moving expenses	Does the current Security Deposit Loan fund apply to all applicants regardless of if they have a voucher or not?	It only applies to applicants from the Housing Choice Voucher Lottery who are going to lease up with their voucher. The new activity will include current voucher participants who wish to move with their voucher.
Security deposit and moving expenses	Let me make sure I understand the amount of security deposit I can borrow? If I make \$40,000 per year, how much can I get?	You can borrow up to 10% of your annual income or the full amount of the security deposit, whichever is less. In this case, you could borrow up to \$4,000, which is 10% of your income, as long as the security deposit is \$4,000 or more.

Security deposit and moving expenses	Can I take advantage of the security deposit loan fund if I move outside of Boulder County?	No, participants must be leasing up with their voucher within Boulder County.
Student financial aid	Student Financial Aid: Is this an incentive to go back to school, if we can receive financial aid?	All participants can return to school if they wish to do so. IF there is any financial assistance received in excess of tuition, that amount will not be included in household income upon which rent portion is calculated.
Student financial aid	It's about time the Student Financial Assistance in Excess of tuition included as income rule be removed!!!	We agree!
Student financial aid	It's awesome that you are going to remove the student financial aid.	We think so too!
Supportive services	Supportive Services: Question about the wording "and properties that received MTW funds to support development and/or acquisition".	BHP has used MTW funds to acquire or build units. The money for supportive services will be used for residents living at BHP units with BHP vouchers.
Supportive services	Supportive Services: is this TRAB going to be under an umbrella of resident services?	No, it will not. The TRAB is to provide feedback on the Housing Choice Voucher Program.
Supportive services	Can private investment be used for funding resident services?	Yes, we are not restricted to the type of funds that can be used to fund the Resident Services Department.
Supportive services	What kind of services are we envisioning that Resident Services will be able to provide with the \$100,000 funding appropriated for them? Will services be extended to all voucher holders?	Resident Services will focus on benefit acquisition, resource navigation, onsite community activities and programs, and case management to support residents. The goal would be to extend services to all voucher holders; however, a source of funding needs to be found to support this.
TRAB	How does the transition away from public housing coincide with tenant-based advisory board versus the Resident Representative Council?	HUD requires the RRC for the public housing program and a TRAB for directly assisted tenants through the voucher program. BHP uses the TRAB as one mechanism to receive feedback. Other mechanisms include public hearings, HCV educational sessions, resident meetings, etc.

TRAB	Representative councils were only for PH, but there are resident meetings at all sites?	BHP's goal is to hold at least one meeting per year at all of our 37 communities. This may differ on the size of each community. Some communities have more than one meeting per year. Some sites do have their own resident councils.
Utility allowance	Utility Allowance: How do you get it?	When a participant must pay for utilities that are not included in the rent, the utility allowance is automatically added when calculating your portion of the rent.
Utility allowance	Utility Allowance: But BHP properties?	As of mid-2024, BHP is including all utilities in the rent so no utilities will need to be paid for out of pocket.
Utility allowance	Utility Allowance: Lower of bedroom size or voucher size?	That is correct. HUD rules state that it is the lower of bedroom or voucher size. If someone with a 3-bedroom voucher rents a 2-bedroom unit, the utility allowance will be based on the 2-bedroom amount.
Utility allowance	Utility Allowance: does this affect LEAP?	BHP Resident Services Department is still looking into this issue. They will let everyone know once they have more information.
Utility allowance	Is the change in the utility allowance going to increase our portion of rent?	No, the impact analysis shows that the utility allowance amounts have increased, which should reduce the rent a participant needs to pay.

**Action Requested**

Approval of Resolution #2024-9/Certification of Compliance to approve Boulder Housing Partners' 2025 Moving to Work Annual Plan.

## CERTIFICATIONS OF COMPLIANCE

**U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
OFFICE OF PUBLIC AND INDIAN HOUSING**

**Certifications of Compliance with Regulations:  
Board Resolution to Accompany the Annual Moving to Work Plan**

Acting on behalf of the Board of Commissioners of the Moving to Work Public Housing Agency (MTW PHA) listed below, as its Chair or other authorized MTW PHA official if there is no Board of Commissioners, I approve the submission of the Annual Moving to Work Plan for the MTW PHA Plan Year beginning (01/01/2025), hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

- (1) The MTW PHA published a notice that a hearing would be held, that the Plan and all information relevant to the public hearing was available for public inspection for at least 30 days, that there were no less than 15 days between the public hearing and the approval of the Plan by the Board of Commissioners, and that the MTW PHA conducted a public hearing to discuss the Plan and invited public comment.
- (2) The MTW PHA took into consideration public and resident comments (including those of its Resident Advisory Board or Boards) before approval of the Plan by the Board of Commissioners or Board of Directors in order to incorporate any public comments into the Annual MTW Plan.
- (3) The MTW PHA certifies that the Board of Directors has reviewed and approved the budget for the Capital Fund Program grants contained in the Capital Fund Program Annual Statement/Performance and Evaluation Report, form HUD-50075.1 (or successor form as required by HUD).
- (4) The MTW PHA will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964 (42 USC 2000d-1), the Fair Housing Act (42 USC 3601 et seq.), section 504 of the Rehabilitation Act of 1973 (29 USC 794), title II of the Americans with Disabilities Act of 1990 (42 USC 12131 et seq.), the Violence Against Women Act (34 USC 12291 et seq.), all regulations implementing these authorities; and other applicable Federal, State, and local fair housing and civil rights laws.
- (5) The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
- (6) The Plan contains a signed certification by the appropriate State or local official (form HUD-50077-SL) that the Plan is consistent with the applicable Consolidated Plan, which includes any applicable fair housing goals or strategies, for the PHA's jurisdiction and a description of the way the PHA Plan is consistent with the applicable Consolidated Plan (24 CFR §§ 91.2, 91.225, 91.325, and 91.425).
- (7) The MTW PHA will affirmatively further fair housing in compliance with the Fair Housing Act, 24 CFR 5.150 et. seq, 24 CFR 903.7(o), and 24 CFR 903.15, which means that it will take meaningful actions, in addition to combating discrimination, that overcome patterns of segregation and foster inclusive communities free from barriers that restrict access to opportunity based on protected characteristics. Specifically, affirmatively furthering fair housing requires meaningful actions that, taken together, address significant disparities in housing needs and in access to opportunity, replacing segregated living patterns with truly integrated and balanced living patterns, transforming racially or ethnically concentrated areas of poverty into areas of opportunity, and fostering and maintaining compliance with civil rights and fair housing laws (24 CFR 5.151). The MTW PHA certifies that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing.
- (8) The MTW PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975 and HUD's implementing regulations at 24 C.F.R. Part 146.
- (9) In accordance with the Fair Housing Act and Act's prohibition on sex discrimination, which includes sexual orientation and gender identity, and 24 CFR 5.105(a)( 2), HUD's Equal Access Rule, the MTW PHA will not base a determination of eligibility for housing based on actual or perceived sexual orientation, gender identity, or marital status and will not otherwise discriminate because of sex (including sexual orientation and gender identity),will make no inquiries concerning the gender identification or sexual orientation of an applicant for or occupant of HUD-assisted housing
- (10) The MTW PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.

- (11) The MTW PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 75.
- (12) The MTW PHA will comply with requirements with regard to a drug free workplace required by 24 CFR Part 24, Subpart F.
- (13) The MTW PHA will comply with requirements with regard to compliance with restrictions on lobbying required by 24 CFR Part 87, together with disclosure forms if required by this Part, and with restrictions on payments to influence Federal Transactions, in accordance with the Byrd Amendment, 31 U.S.C. § 1352.
- (14) The MTW PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
- (15) The MTW PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
- (16) The MTW PHA will provide HUD or the responsible entity any documentation needed to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58. Regardless of who acts as the responsible entity, the MTW PHA will maintain documentation that verifies compliance with environmental requirements pursuant to 24 Part 58 and 24 CFR Part 50 and will make this documentation available to HUD upon its request.
- (17) With respect to public housing and applicable local, non-traditional development the MTW PHA will comply with Davis-Bacon or HUD determined wage rate requirements under section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
- (18) The MTW PHA will keep records in accordance with 2 CFR 200.334 and facilitate an effective audit to determine compliance with program requirements.
- (19) The MTW PHA will comply with the Lead-Based Paint Poisoning Prevention Act and 24 CFR Part 35.
- (20) The MTW PHA will comply with the policies, guidelines, and requirements of 2 CFR Part 225 (Cost Principles for State, Local and Indian Tribal Governments) and 2 CFR Part 200 (Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards), as applicable.
- (21) The MTW PHA must fulfill its responsibilities to comply with and ensure enforcement of Housing Quality Standards, as defined in 24 CFR Part 982 or as approved by HUD, for any Housing Choice Voucher units under administration.
- (22) The MTW PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the Moving to Work Agreement and Statement of Authorizations and included in its Plan.
- (23) All attachments to the Plan have been and will continue to be available at all times and all locations that the Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the MTW PHA in its Plan and will continue to be made available at least at the primary business office of the MTW PHA and should be made available electronically, upon request.

Boulder Housing Partners  
**MTW PHA NAME**

CO016  
**MTW PHA NUMBER/HA CODE**

*I/We, the undersigned, certify under penalty of perjury that the information provided above is true and correct. WARNING: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties. (18 U.S.C. §§ 287, 1001, 1010, 1012; 31 U.S.C. §3729, 3802).*

Bob Walker  
**NAME OF AUTHORIZED OFFICIAL**

Board of Commissioners Chair  
**TITLE**

\_\_\_\_\_  
**SIGNATURE**

\_\_\_\_\_  
**DATE**

\* *Must be signed by either the Chairman or Secretary of the Board of the MTW PHA's legislative body. This certification cannot be signed by an employee unless authorized by the MTW PHA Board to do so. If this document is not signed by the Chairman or Secretary, documentation such as the by-laws or authorizing board resolution must accompany this certification.*



# 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 14-17, 2025 Keystone, CO

## NAHRO

- [National Conference](#) Sept 28-30, 2025 Phoenix, AZ

## NAHRO Professional Development

- [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

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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>
• 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
• Arapahoe Court Sale	4 <sup>th</sup> Quarter 2024
• Partnership Awards	March 2025
• Update from Kurt Firnhaber, Housing and Human Services Director	1 <sup>st</sup> Quarter 2025
• Partnership Awards	June 2025
• Partnership Awards	October 2025
• Climate Resiliency	As Time Allows
• Tax Credit Exits and Reinvestment	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

# 2025

## Boulder Housing Partners Commissioners' Calendar



Date	Group	Time
JANUARY	BOARD RECESS	-----
Mon. February 10	Development Committee (as needed)	4:00-5:00
Wed. February 12	Board Meeting	9:00-11:30
Wed. March 5	NPG Committee	3:30-5:00
Mon. March 10	Finance Committee – 2024 Financials Review	3:00-4:00
Mon. March 10	Development Committee (as needed)	4:00-5:00
Wed. March 12	Board Meeting	9:00-11:30
Wed. April 9	Board Retreat	9:00-3:30
Apr. 30	NPG Committee	3:30-5:00
Mon. May 5	Finance Committee –Financials Review	3:00-4:00
Mon. May 5	Development Committee (as needed)	4:00-5:00
Wed. May 7	Board Meeting	9:00-11:30
Wed. June 4	NPG Committee	3:30-5:00
Mon. June 9	Finance Committee –Financials & Audit Review	2:30-4:00
Mon. June 9	Development Committee (as needed)	4:00-5:00
Wed. June 11	Board Meeting	9:00-11:30
Mon. July 7	Development Committee (as needed)	4:00-5:00
Wed. July 9	Board Meeting	9:00-11:30
AUGUST	BOARD RECESS	-----
Mon. September 15	Finance Committee – Financials Review	3:00-4:00
Mon. September 15	Development Committee (as needed)	4:00-5:00
Wed. September 17	Board Meeting	9:00-11:30
Mon. October 20	Development Committee (as needed)	4:00-5:00
Wed. October 22	Board Meeting	9:00-11:30
Mon. November 10	Finance Committee – Financials & Draft 2025 Budget Review	3:00-4:00
Mon. November 10	Development Committee (as needed)	4:00-5:00
Wed. November 12	Board Meeting	9:00-11:30
Mon. December 8	Finance Committee – Financials & Final 2025 Budget Review	3:00-4:00
Mon. December 8	Development Committee (as needed)	4:00-5:00
Wed. December 10	Annual Board Meeting	9:00-11:30