



Boulder County Housing Authority (BCHA) CO061
2026 Annual Plan and Attachments

Contact:

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Return to PHA Selection

HUD-50077-SL

HUD-50077-ST-HCV-HP

View/Print HUD-50075-ST

Status Log

View Email Log

View File Attachments

Annual PHA Plan (Standard PHAs and Troubled PHAs)

Purpose, Applicability and Definitions

Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services. They also inform HUD, families served by the PHA, and members of the public of the PHA's mission, goals, and objectives for serving the needs of low-, very low-, and extremely low- income families.

Applicability. The Form HUD-50075-ST is to be completed annually by **STANDARD PHAs or TROUBLED PHAs**. PHAs that meet the definition of a High Performer PHA, Small PHA, HCV-Only PHA or Qualified PHA do not need to submit this form. Note: PHAs with zero public housing units must continue to comply with the PHA Plan requirements until they closeout their Section 9 programs (ACC termination).

Definitions.

- (1) **High-Performer PHA** - A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers (HCVs) and was designated as a high performer on both the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments if administering both programs, SEMAP for PHAs that only administer tenant-based assistance and/or project-based assistance, or PHAS if only administering public housing.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceed 550.
- (3) **Housing Choice Voucher (HCV) Only PHA** - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment and does not own or manage public housing.
- (4) **Standard PHA** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceed 550, and that was designated as a standard performer in the most recent PHAS or SEMAP assessments.
- (5) **Troubled PHA** - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.
- (6) **Qualified PHA** - A PHA with 550 or fewer public housing dwelling units and/or HCVs combined and is not PHAS or SEMAP troubled.

A. PHA Information.

A.1 PHA Name: **Boulder County Housing Authority** PHA Code: **CO061** CY: **2026** ID: **6315**

PHA Type: **Standard PHA** [Show Details](#)

PHA Plan for Fiscal Year Beginning (MM/YYYY): **01/2026** Status: **Accepted** Version: **1**

PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)

Number of Public Housing (PH) Units: **0**

Number of Housing Choice Vouchers (HCVs): **984**

Total Combined Units/Vouchers: **984**

PHA Plan Submission Type: ☒ Annual Submission

☐ Revised Annual Submission

PHA Program Type Code: **C**

Public Availability of Information. In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA and should make documents available electronically for public inspection upon request. PHAs are strongly encouraged to post complete PHA Plans on their official websites and to provide each resident council with a copy of their PHA Plans.

* How the public can access this PHA Plan: **The plan is posted on our website and available by request in our offices.**

☐ **PHA Consortia:** (Check box if submitting a Joint PHA Plan and complete table below)



Go

Actions



No data found.

▼ B. Plan Elements

* B.1 Revision of Existing PHA Plan Elements.

Actions ▼

Add/Delete/View Plan Elements Attachment 13

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	Y	N	(a) Have the following PHA Plan elements been revised by the PHA?	(b) If the PHA answered yes for any element, describe the revisions for each revised element(s):	(c) The PHA must submit its Deconcentration Policy for Field Office review.
	☐	☒	Statement of Housing Needs and Strategy for Addressing Housing Needs.		
	☐	☒	Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.		
	☐	☒	Financial Resources.		
	☐	☒	Rent Determination.		
	☐	☒	Operation and Management.		
	☐	☒	Grievance Procedures.		
	☐	☒	Homeownership Programs.		
	☐	☒	Community Service and Self-Sufficiency Programs.		
	☐	☒	Safety and Crime Prevention.		
	☐	☒	Pet Policy.		
	☐	☒	Asset Management.		
	☐	☒	Substantial Deviation.		
	☐	☒	Significant Amendment/Modification.		

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* B.2 New Activities.

Actions ▼

Add/Delete/View New Activities Attachment 0

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	Y	N	(a) Does the PHA intend to undertake any new activities related to the following in the PHA's applicable Fiscal Year?	(b) If any of these activities are planned for the applicable Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project-based units and general locations, and describe how project basing would be consistent with the PHA Plan.
	☐	☒	Choice Neighborhoods Grants.	
	☐	☒	Modernization or Development.	
	☐	☒	Demolition and/or Disposition.	

	☐	☒	Designated Housing for Elderly and/or Disabled Families.	
	☐	☒	Conversion of Public Housing to Tenant-Based Assistance.	
	☐	☒	Conversion of Public Housing to Project-Based Rental Assistance or Project-Based Vouchers under RAD.	
	☐	☒	Homeownership Program under Section 32, 9 or 8(V)	
	☐	☒	Occupancy by Over-Income Families.	
	☐	☒	Occupancy by Police Officers.	
	☐	☒	Non-Smoking Policies.	
	☐	☒	Project-Based Vouchers.	
	☐	☒	Units with Approved Vacancies for Modernization.	
	☐	☒	Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).	

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*** B.3 Progress Report.**

Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year and Annual Plan.

[Add/Delete/View Progress Report Attachment](#)

See attached documents.

*** B.4 Capital Improvements.** Include a reference here to the most recent HUD-approved 5-Year Action Plan in EPIC and the date that it was approved.

[Add/Delete/View Capital Improvement Attachment](#)

See attached documents.

B.5 Most Recent Fiscal Year Audit.

* (a) Were there any findings in the most recent FY Audit? ☐ Y ☐ N ☐ ?

[Add/Delete/View Audit Attachment 0](#)

(b) If yes, please describe:

C. Other Document and/or Certification Requirements.

C.1 Resident Advisory Board (RAB) Comments.

* (a) Did the RAB(s) have comments to the PHA Plan? ☐ Y ☐ N ☐ ?

[Add/Delete/View RAB Comments Attachment](#)

(b) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.

See attached documents.

C.2 Certification by State or Local Officials.

Form HUD 50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan.

HUD-50077-SL

C.3 Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.

Form HUD-50077-ST-HCV-HP, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations*

HUD-50077-ST-HCV-HP

Including PHA Plan Elements that Have Changed, must be submitted by the PHA as an electronic attachment to the PHA Plan.

C.4 Challenged Elements. If any element of the PHA Plan is challenged, a PHA must include such information as an attachment with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public.

* (a) Did the public challenge any elements of the Plan?

☐ Y ☐ N ☐

Add/Delete/View Challenged Elements

(b) If yes, include Challenged Elements.

C.5 Troubled PHA.

* (a) Does the PHA have any current Memorandum of Agreement, Performance Improvement Plan, or Recovery Plan in place?

☐ N/A ☐

Add/Delete/View MOA/Improvement/I

Add/Delete/View Additional Supporting Document 0 

► Burden Statement and Privacy Notice

B.3 Progress Report

Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year and Annual Plan.

Goal 1: Expand supply of assisted housing through the HCV program Strategies:

- Apply for additional rental vouchers as NOFA's are announced and when appropriate (e.g., additional FUP, VASH, FSS, Mainstream etc.)
- If available, expand the Project Based Voucher program through processes stated in BCHA's Administrative Plan. Selection preferences shall be determined by BCHA staff per the needs of the community as well as the project and/or new developments, and will adhere to BCHA's Administrative Plan.
- Execute MTW agreement with HUD and roll out first set of initiatives as detailed in the attached MTW supplement.
- Comply with HOTMA & NSPIRE regulations going into effect in 2025.

Goal 2: Organize and deliver services more effectively, improve the way we work Strategies:

- Further staff and Board of Commissioners training and development by providing pertinent training opportunities through external programs (e.g., NAHRO, Nan McKay, HUD, US Housing Consultants, etc.) and through internal programs for staff (e.g. customer service, Trauma Informed Care, de- escalation, etc.).
- Improve BCHA's website by posting resources, documents, information for landlords and the general public, and forms for clients
- Keep stakeholders informed about BCHA news through website announcements, public notices, and annual reports.
- Increase BCHA's exposure/presence in the community via social media, news releases, events, etc.
- Seek ways to foster relationships within the community (i.e., City Council, congressional staff, City and County entities, etc.) to better accomplish BCHA's mission

Outreach events:

- Cinco de Mayo – over 10,000 attendees each year
- Community Food Share Resource Fair – over 100 quality conversations about Housing specific topics
- Local Juneteenth celebration
- Dia de los Muertos
- Nepali Jatra
- Property specific open houses
 - The Spoke on Coffman
 - Best Day Ever Coffee Shop
- Willoughby Corner Social Media
- Usually post about current vacancies, waitlist openings, events and happenings on social media once a month, however, since we split departments, we had done less Housing related social posts.
 - English Facebook = 3.7K followers
 - Spanish Facebook = 405 followers
 - Boulder County Facebook = 11K followers
- Email Communications
 - Monthly construction updates for Willoughby Corner

- Press releases
 - Sent 4 housing related press releases so far in 2025
 - Sent 6 in 2024

Goal 3: Continue to support the vision of the Boulder County Housing Department, to provide housing and wide-ranging supports for stability and moves toward self-sufficiency.

Strategies:

- Support residents with human services and life skills training through the Family Self-Sufficiency (FSS) program, a 5-year academic, employment and savings initiative program designed to help families with low-income gain education and career skills.
- 26 FSS participants are scheduled to graduate from Family Self Sufficiency with over \$400,000 in escrow. 16 participants are on track to graduate from the program in 2026.
- Deepen partnership with Workforce Boulder County to promote financial literacy, job skill development and awareness of homeownership pathways.
- MOU signed with Workforce Boulder County to enter into collaboration to increase tenant access to financial literacy, job skill development and homeownership training available through their program.

Goal 4: Increase availability of secure and affordable housing:

Strategies:

- Add affordable housing units to the market
- Prioritize housing that accommodates families by actively seeking opportunities for land and funding sources
- Add inventory through special limited partnerships by working with for and non-profit multifamily developers that are creating affordable housing in Boulder County
- Support private property managers and owners who are willing to provide affordable, quality housing by providing them with education and resources on how the HCV program works and what the property manager's or owner's role is.
 - The Boulder County Housing Helpline, in collaboration with community partners, maintains a list of affordable, community-wide available rentals that is updated weekly. This list is posted on the Housing Helpline's website to provide 24/7 access to community members in search of housing. The Housing Helpline also work with tenants and landlords on navigating and completing HCV certification/recertification paperwork.
- Continue to administer a housing stabilization plan (i.e., eviction prevention) to help reduce evictions for cost burdened households that are eligible for the assistance.
 - Year to date in 2025 the Boulder County Housing Helpline has fielded 1,379 inquiries, 7% have been Spanish Speaking. Additionally since the Voucher Assistance Stabilization Program (VASP) began accepting self-referrals from housing voucher clients needing rent assistance in March of 2025 there have been 216 inquires that resulted in 98 applications, 78 of those have been paid to date with an 80% approval rating.
 - The Boulder County Housing Helpline fielded over 2,600 inquiries in 2024, 643 of which were facing eviction. The Helpline Assists works with mediators in the community to identify financial resources that cost burdened tenants may be eligible for prior to tenants attending eviction court.

Goal 5: Improve community quality of life and economic vitality Strategies:

- Identify and recruit service providers that can serve the families and seniors at BCHA owned

properties through activities, events, presentations, etc.

- Through our ongoing partnership with Boulder County Housing Department's Supportive Housing Division, BCHA is committed to bringing youth, adult and senior programming that enhances stability, empowerment and community to our portfolio. We have forged partnerships with over 30 providers in the community to provide services ranging from STEM/Robotics to Tai Chi to emergency preparedness. A sampling of our partners include:
 - University of Colorado Engineering Department
 - Colorado State University Extension
 - Growing Gardens
 - Mobility for All
 - Area Agency on Aging
 - Office of Emergency Management
 - Miles of Smiles
 - Advocate for families and seniors so they have access to the programs they need in the community.
- Through our ongoing partnership with Boulder County Housing Department's Supportive Housing Division, BCHA provides case managed support and resource navigation for tenants and voucher holders needing additional assistance. At present, a team of four Senior Services Support Specialists and two Mixed Age Support Specialists are dedicated to assisting tenants in maintaining and improving their housing stability.
- Remove lead-based paint hazards and other health risks from homes by inspections and by providing education and outreach to clients and landlords
 - BCHA has a MOU with Colorado Department of Public Health to receive quarterly updates on elevated blood lead reading in our community that we monitor for all housing programs.
 - BCHA staff provides information about lead-paint hazards to all new households coming into subsidized housing programs during the initial eligibility meeting.
- Assist eligible residents with avoiding eviction by continuing on with the implementation of the Housing Stabilization Policy and Procedures
 - Senior and Mixed Age Support Specialists can refer eligible tenants to the Community Resource Housing Panel for financial assistance and resource navigation to assist them in maintaining their housing during periods of acute crisis.
 - Housing voucher holders can apply to the newly created Voucher Assistance and Stability Program (VASP) for deposit and arrears assistance to help them maintain their deeply affordable housing resource.
 - Increase accountability for residents that live at BCHA properties by educating residents on lease requirements, helping residents who receive a demand come into compliance and then monitoring activity that is not in compliance with lease provisions.
- The Supportive Housing Division's Resident Services team collaborates with property management to identify residents in need of additional tenancy supports. Supports are offered both individually and in group settings such as resident meetings and mixers. The Resident Services team connects with third party providers as necessary to support residents with their tenancy goals.
- Preserve the affordability of existing housing stock by balancing risks. BCHA has prioritized its 5-year proposed Capital Improvement efforts with the following criteria.
 - Health and safety/risk exposure
 - Infrastructure Protection
 - Impacts on operating budgets and ongoing maintenance needs.
 - Economic development

- External requirements
- Population served.
- Ability to reduce greenhouse gas emissions and support the County's action plan.
- Community/commission support
- Cost/benefit
- Financing availability
- Identify various alternative revenue funding sources to support additional projects.
 - Work with partners to leverage additional local funds.
 - Identify grant resources and tax rebate funding sources.
 - BCHA has identified seven projects that will meet properties' immediate capital needs.
 - While the seven projects are underway BCHA will be working on a longer-term Capital improvement plan to include property disposition while addressing the economic scale of the portfolio.

Goal 6: Ensure equal opportunity and affirmatively further fair housing Strategies:

- Improve housing literacy/information on Fair Housing: provide reliable, ongoing information source for tenants and voucher holders, post information on the BCHA website, social media pages about fair housing
 - Boulder County Housing Authority has a webpage (<https://bouldercounty.gov/departments/housing/fair-housing-and-reasonable-accommodation/>) where the public can access Fair Housing resources and to request a Reasonable Accommodation.
 - Fair Housing information, including VAWA is included in all intake packets for USDA RD, HUD MF, and HCV/PBV. This educates the tenant on their rights and the responsibility that BCHA has to ensure that their rights are not violated.
- Continue to implement, update the Language Assistance Plan as needed and review what languages need to be covered by aligning with any local City of County plans and/or by resident/tenant surveys demonstrating specific need as related to BCHA.
 - BCHA staff adopted the Language Access Strategy from Boulder County.
 - Vital documents were translated into Spanish
 - Our waitlist platform, WaitlistCheck, uses Google translate drop down box to change the language on this website.
 - Property Manager and HCV staff have access to "iSpeak Language Identification Guide" flyer that allow staff to identify which language a client speaks and to look for services of translation if needed.
 - Continue contract with Language Line or a similar provider for translation services and interpretation.
 - Boulder County allows staff to have access to Over the Phone Language Interpretation Service
- Provide renters' rights information on website and review and update renters' rights information distributed at HCV orientations.
 - During orientations, applicants receive a packet that includes:
 - Rights and responsibilities as a tenant
 - VAWA Lease Addendum
 - Fair Housing booklet
 - Fair Housing flyer on how to file a housing discrimination complaint
 - Address barriers to access opportunities in education, employment, and transportation by building developments and/or partnering with developers through special limited partnerships focusing on higher opportunity areas.

- Promote healthy communities by developing new properties near resources such as parks, recreation centers, healthy food sources, etc.
- BCHA's has built and continues to build near parks, recreation centers or healthy food sources
 - Aspinwall and Josephine Commons are built near a major intersection. Within walking distance is an elementary school, Lafayette Recreation Center, and a public library
 - Josephine Commons host Meals on Wheels on site
 - Kestrel is built across the street from a full-service grocery store and has a park in the community. Also within walking distance, is a larger park. Residents at Kestrel have a bus pass to be able to go anywhere RTD goes
 - The Spoke on Coffman was built across the street from Boulder County offices which include, Human Services, Public Health and County Clerk and Recorder. Roosevelt Park is located 1 ½ blocks from The Spoke. At the park, a Senior Citizen Center is located there, a recreation center branch a major bus hub is located there too.
 - Willoughby Corner is the newest community that BCHA has constructed. A dog park is located in the community, and future planning for a pickleball court. A charter school is located adjacent to the property. Also, RTD created a new bus route to reach Willoughby Corner.

Goal 7: Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion, national origin, sex, familial status, and disability Strategies:

- Continue conducting unit inspections to insure health and safety for all assisted housing participants.
 - The maintenance team and Property management team conduct annual inspections to confirm that the unit is safe and that the tenant has the necessary resources to maintain a healthy and safe unit
 - BCHA receives 3rd party site inspections by state agencies, city agencies, and investors to assure that the building and individual units is safe
- Provide ongoing training for all property management and maintenance staff in fair housing.
 - BCHA regularly conducts trainings every 2 years on fair housing to all staff, last training occurred on August 13, 2024, plans will be made to invite a trainer for Fair Housing in 2026
 - BCHA aligns with Boulder County's policy on Racial Equity
 - Staff have access to a Racial Equity Guide and Toolkit, GARE Racial Equity Toolkit, and also Whiteness at Work guidance on racial equity
- Perform reviews within different BCHA departments to identify and develop best practices around fair housing.
 - The Reasonable Accommodation Committee periodically reviews its policies and procedures to ensure that it continues upholding fair housing
- Address concerns immediately and assure that procedures are in place to address these concerns for the resident's well-being.
 - Property Management and Resident Service staff receive concerns from residents

Goal 8: Increase accessible, adaptable/visitable housing Strategies:

- Comply with required regulations for new BCHA developments and existing developments
 - BCHA continues to develop properties to offer ADA Type A/B Units
 - BCHA Maintenance team or a contractor will convert any existing units to comply with an approved Reasonable Accommodation request.
- Continue addressing issues so that all existing BCHA properties are in compliance with Section 504 and ADA requirements.
 - Properties are evaluated using the Section 504 Self-Evaluation form
- Continue to implement and update reasonable accommodation policy and procedures as needed
 - The Reasonable Accommodation Policy and Procedures are located on BCHAs website
 - These are updated when necessary and under the direction of Boulder County Attorneys to ensure fair housing is upheld
- Provide ADA resources on the website
 - ADA resources access is located on BCHAs website
 - The public can email: ADA@bouldercounty.gov or call 303-441-1386 to receive an accommodation when waitlists opens.

Goal 9: Reduce Carbon Emissions Strategies:

- **Energy-Efficient Building Retrofits:** Upgrade existing affordable housing units with energy-efficient appliances, solar panels, LED lighting, and improved insulation to reduce energy consumption and carbon emissions.
- **Sustainable New Construction:** Prioritize eco-friendly construction for new developments, utilizing green building certifications like LEED, Zero Energy Ready Homes, Enterprise Green Communities, and ensuring all new projects aim for low-carbon or net-zero emissions.
- **Carbon-Neutral Operations:** Implement a plan for carbon-neutral agency operations by reducing waste, optimizing fleet vehicles, and investing in renewable energy sources for offices and facilities
- **What we have done or plan to do in 2025 to meet these goals.**
 - Installed high-efficiency mini-split heat pumps at several existing properties to reduce reliance on gas heating
 - Continued retrofits with LED lighting upgrades at multiple older properties in 2025.
 - Began planning solar panel installations at select sites, with design and funding steps underway.
 - Launched energy audits on targeted affordable housing units to prioritize appliance upgrades and insulation improvements.
 - Sustainable New Construction
 - Willoughby Corner Phase 1 construction completed with Enterprise Green Communities certification, incorporating high-efficiency HVAC, low-carbon materials, and water-conserving fixtures.
 - JC Commons and Aspinwall have both been slated for new EV stations this summer.

Goal 10: Implement Carbon Emissions Reduction Plan Strategies:

- **Piloting Mini-Splits**
 - **Goal:** Pilot energy-efficient mini-split heat pumps to reduce reliance on traditional HVAC systems.
 - **Action:** Install mini-splits in select buildings to evaluate energy savings, comfort, and efficiency.
 - **Timeline:** Initiate the pilot in Q4 2024- Q1 2025

- **Expected Impact:** Significant reduction in energy usage for heating and cooling, contributing to lower carbon emissions.
- **100% Carbon-Neutral Equipment for BCHA Landscaping**
 - **Goal:** Convert all BCHA landscape equipment to carbon-neutral alternatives.
 - **Action:** Work closely with subcontractors to phase out gas-powered landscaping tools and switch to electric or carbon-neutral alternatives.
 - **Timeline:** Full conversion by 2030, aligned with broader emissions goals.
 - **2025 Progress:** BCHA has converted all required landscape equipment to carbon-neutral alternatives.
 - **Partnerships:** Collaborate with suppliers and subcontractors to ensure access to the necessary equipment.
 - **Expected Impact:** Reduction in direct carbon emissions from landscape maintenance operations.
- **Increase EV Charging at New Developments**
 - **Goal:** Install additional EV charging stations at all new BCHA developments.
 - **Action:** Ensure that all new construction projects include EV charging infrastructure.
 - **Timeline:** Immediate integration into all upcoming projects
 - **Expected Impact:** Encourages adoption of electric vehicles among tenants, reducing transportation-related emissions
- **Things Boulder County Housing has done to meet these goals in 2025.**
 - **EV charging stations installed at:**
 - Willoughby Corner
 - JC Commons
 - Aspinwall

Goal 11: Explore and Further Homeownership Opportunities within the County Strategies

- **Enter into an intergovernmental agreement with the City of Boulder**
 - The City of Boulder will provide homeownership services to the Boulder County Housing Authority through an Intergovernmental Agreement. The program will provide administrative services to market homes and process applications, verify eligibility of applicants, prepare legal documents to add affordable restrictions to homes, and provide record-keeping. The program will also work with homeowners in foreclosure to facilitate the sale of the home to an eligible buyer or in rare circumstances the program will purchase the home prior to or after foreclosure to then sell the home an eligible buyer. Post-purchase, the program will continue to monitor to confirm the owners comply with the agreements in the covenant.
- **Education**
 - The Personal Finance Program (PFP) serves as Boulder County's primary gateway to home ownership programming. They provide individual housing counseling to prospective homebuyers with a focus on financial sustainability. They are a \$75K sub-grantee of CHFA's HUD Comprehensive Housing Counseling grant. This represents about 12% of PFP's budget and supports one of the six HUD certified housing counselors. Additional program funding comes from HSSN, City of Boulder, City of Longmont and other small grants. PFP estimates that they meet with 1100 unique households per year. Appointment types include personal finance coaching (65%), foreclosure intervention and post-purchase counseling (17%), reverse mortgage counseling (8%) and pre-purchase homeownership counseling (10%).

- Workforce Boulder County is the only provider of the CHFA Approved Homebuyer Education classes in Boulder County and offers one class per month in English. Homebuyer education classes serve approximately 250 unique individuals per year. CHFA provides funding equal to \$100 per household in attendance at the Homeownership Training Classes. PFP contributes \$16,500 to Workforce from their COB grant to support these education services. There are currently no Spanish Homebuyer Education classes being offered in the county, however the county is in contracts with an agency to begin providing these in the summer of 2025. Form workgroup to assess local needs and barriers and oversee development of home ownership pathway and partnerships including research and analysis of successful low income and first-generation models to understand their frameworks, funding sources and implementation strategies.
- Expand and implement a comprehensive, multicultural support programming to assist households through the homebuying process, including home ownership education, pre- purchase counseling services, and post-purchase supports.
- Conduct outreach to inform eligible households about home ownership opportunities and benefits.
- **Research and Explore**
 - Staff will conduct research on: Homeownership through Public Housing Assistance (HOT- PHA) | NACA
 - FSS to Home Ownership Pathway
 - Planning staff will attend the HUD Home Ownership Voucher Convening in November 2024
 - In partnership with Boulder County Housing Department's Supportive Housing Division, BCHA will explore developing a robust home ownership pathway to increase access of potential low income and first-generation homebuyers to the generational wealth building opportunity of home ownership.
 - Funding opportunities and establish partnerships with local financial institutions, non-profits and CDFIs to provide favorable mortgage terms and down payment assistance programs for eligible households.
 - Track and report progress annually to evaluate the success of programming in moving eligible households towards the goal of home ownership, including, ensure the goal is on track and to adjust as needed.
 - Research alternative housing product types that can reduce the overall cost of homeownership, specifically targeting lower-income households seeking affordable entry into the market. The focus will be on innovative housing solutions like mobile homes, prefabricated (prefab) homes, and modular housing. Exploring how these housing models can offer more affordable upfront costs, lower long-term maintenance expenses, and quicker construction timelines compared to traditional homes. Additionally, investigate their potential for scalability, quality, and sustainability, as well as any challenges such as zoning restrictions or financing limitations.

Goal 11: Explore and Further Homeownership Opportunities within the County Strategies:

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applicants, prepare legal documents to add affordable restrictions to homes, and provide record-keeping. The program will also work with homeowners in foreclosure to facilitate the sale of the home to an eligible buyer or in rare circumstances the program will purchase the home prior to or after foreclosure to then sell the home an eligible buyer. Post-purchase, the program will continue to monitor to confirm the owners comply with the agreements in the covenant.

- **Education**

- The Personal Finance Program (PFP) serves as Boulder County's primary gateway to home ownership programming. They are a \$60K sub-grantee of CHFA's HUD Comprehensive Housing Counseling grant totaling \$464,414 for FY2023. This represents about 10% of PFP's budget and supports one of the 2 HUD certified housing counselors. Additional program funding comes from HSSN, City of Boulder, City of Longmont and other small grants. PFP estimates that they meet with 1100 unique households per year. Appointment types include personal finance coaching (71%), foreclosure intervention and post-purchase counseling (14%), reverse mortgage counseling (10%) and pre-purchase homeownership counseling (5%). Workforce Boulder County is the only provider of Homebuyer Education classes in the county and offer one class per month in English. They receive \$100 per attendee to their Homeownership Training classes from CHFA. PFP contributes \$16,500 to Workforce from their COB grant to support these education services. There are currently no Spanish Homebuyer Education classes being offered in the county.
- Form workgroup to assess local needs and barriers and oversee development of home ownership pathway and partnerships including research and analysis of successful low income and first-generation models to understand their frameworks, funding sources and implementation strategies.
- Expand and implement a comprehensive, multicultural support programming to assist households through the homebuying process, including home ownership education, pre-purchase counseling services, and post-purchase supports.
- Conduct outreach to inform eligible households about home ownership opportunities and benefits.

- **Research and Explore**

- Staff will conduct research on: Homeownership through Public Housing Assistance (HOT-PHA) | NACA
- FSS to Home Ownership Pathway
- Planning staff will attend the HUD Home Ownership Voucher Convening in November 2024
- In partnership with Boulder County Housing Department's Supportive Housing Unit, BCHA will explore developing a robust home ownership pathway to increase access of potential low income and first-generation homebuyers to the generational wealth building opportunity of home ownership.
- Funding opportunities and establish partnerships with local financial institutions, non-profits and CDFIs to provide favorable mortgage terms and down payment assistance programs for eligible households.

Attachment A –

BCHA's Selection and Admissions policy for the HCV program

PART III: SELECTION FOR HCV ASSISTANCE

4-III.A. OVERVIEW

As vouchers become available, families on the waiting list must be selected for assistance in accordance with the policies described in this part.

The order in which families are selected from the waiting list depends on the selection method chosen by the PHA and is impacted in part by any selection preferences for which the family qualifies. The availability of targeted funding also may affect the order in which families are selected from the waiting list.

The PHA must maintain a clear record of all information required to verify that the family is selected from the waiting list according to the PHA's selection policies [24 CFR 982.204(b) and 982.207(e)].

4-III.B. SELECTION AND HCV FUNDING SOURCES

Special Admissions [24 CFR 982.203]

HUD may award funding for specifically-named families living in specified types of units (e.g., a family that is displaced by demolition of public housing; a non-purchasing family residing in a HOPE 1 or 2 projects). In these cases, the PHA may admit such families whether or not they are on the waiting list, and, if they are on the waiting list, without considering the family's position on the waiting list. These families are considered non-waiting list selections. The PHA must maintain records showing that such families were admitted with special program funding.

Targeted Funding [24 CFR 982.204(e)]

HUD may award a PHA funding for a specified category of families on the waiting list. The PHA must use this funding only to assist the families within the specified category. In order to assist families within a targeted funding category, the PHA may skip families that do not qualify within the targeted funding category. Within this category of families, the order in which such families are assisted is determined according to the policies provided in Section 4-III.C.

BCHA Policy

BCHA administers the following types of targeted funding:

- Family Unification Program (FUP)
 - 92 total vouchers
- Veterans Affairs & Supportive Housing (VASH)
 - 67 total vouchers
- Mainstream Vouchers
 - 40 total vouchers
- Non-Elderly Disabled (NED)

- 35 total vouchers

Regular HCV Funding

Regular HCV funding may be used to assist any eligible family on the waiting list. Families are selected from the waiting list according to the policies provided in Section 4-III.C.

4-III.C. SELECTION METHOD

PHAs must describe the method for selecting applicant families from the waiting list, including the system of admission preferences that the PHA will use [24 CFR 982.202(d)].

Local Preferences [24 CFR 982.207; HCV p. 4-16]

PHAs are permitted to establish local preferences, and to give priority to serving families that meet those criteria. HUD specifically authorizes and places restrictions on certain types of local preferences. HUD also permits the PHA to establish other local preferences, at its discretion. Any local preferences established must be consistent with the PHA plan and the consolidated plan, and must be based on local housing needs and priorities that can be documented by generally accepted data sources.

BCHA Policy

For all subsidized waiting lists not using a lottery system applicants will be placed on the waiting list according to any preference(s) for which they qualify, and the date and time their complete application is received by BCHA.

For the HCV lottery list applicants will be placed on the waiting list using a lottery system. Once each application has been randomly assigned a number, the applications will be placed on the waiting list in order of the assigned numbers.

Subject to HUD-awarded funding for special admissions, a household that qualifies as a local preference-holder will be admitted prior to those who do not have a local preference.

Applicants will receive 5 preference points where one or more of the following are true:

- the HH or spouse is elderly (age 62+)
- the HH or spouse is an individual with disabilities
- the household contains children under the age of 18

The following are the selection criteria for specific programs administered by BCHA:

- **Family Self-Sufficiency (FSS) Program Families:** Families on the PBV waiting list that are interested in and have been deemed eligible for the FSS Program by FSS staff will receive a preference ranking of twelve (12)

points. FSS staff will conduct an assessment of the prospective applicant based on its Procedures Manual and Federal Regulation 24 CFR 984. This preference is limited to no more than 104 families at any one time.

- **Homeless Family Admissions:** In October 2018, BCHA received Board Approval to provide preference for up to 50 additional families into BCHA's Housing Choice Voucher Program that at initial screening, met the McKinney-Vento Homeless Assistance Act definition and/or revised definition of homeless as defined by the Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH Act). This local preference will be limited to applicants referred in through Boulder County's Community Housing Resource Panel and may include families transitioning from a Rapid Rehousing Program. Applicants qualifying for this local preference will receive ten (10) points on the Housing Choice Voucher waiting list.
- **Homeless Set Asides:** In May of 2019 BCHA received Board Approval for allocating 20% of prior year turnover Housing Choice Vouchers to clients coming through Homeless Solutions of Boulder County (HSBC). These set aside vouchers will be limited to single individuals and couples over the age of 18 referred in through HSBC clients as defined as clients who have completed HSBC screening, are currently enrolled in a Boulder County Permanent Supportive Housing or Rapid Rehousing Program, and/or who are on the HSBC high frequency utilizer list who are literally homeless as defined by HUD. Applicants qualifying for these vouchers will receive ten (10) points on the Housing Choice Voucher waiting list. BCHA may institute a cap on the total number of vouchers under this selection criteria to not exceed 35 total vouchers.
- **Disaster Preference:** On September 21, 2010, BCHA may give a preference for up to 25 total households who were affected by local disasters in or near Boulder County as allowed by HUD and approved by the BCHA Board. These households will receive preference over the applicants who are on the current waiting list or in the lottery pool in the following order: First, those households who are currently on the waitlist or in the lottery pool and second, those households who were affected by a local natural disaster and not on a waiting list or in the lottery pool. Each household shall receive 25 points as preference.

Prior to receiving a Disaster Preference, a household must apply for and exhaust any special funding first, including but not limited to, funds from the Federal Emergency Management Agency (FEMA) and any other State or local funding awards.

Income Targeting Requirement [24 CFR 982.201(b)(2)]

HUD requires that extremely low-income (ELI) families make up at least 75 percent of the families admitted to the HCV program during the PHA's fiscal year. ELI families are those with annual incomes at or below the federal poverty level or 30 percent of the area median income, whichever number is higher. To ensure this requirement is met, a PHA may skip non-ELI families on the waiting list in order to select an ELI family.

Low-income families admitted to the program that are "continuously assisted" under the 1937 Housing Act [24 CFR 982.4(b)], as well as low-income or moderate-income families admitted to the program that are displaced as a result of the prepayment of the mortgage or voluntary termination of an insurance contract on eligible low-income housing, are not counted for income targeting purposes [24 CFR 982.201(b)(2)(v)].

BCHA Policy

BCHA will monitor progress in meeting the income targeting requirement throughout the fiscal year. Extremely low-income families will be selected ahead of other eligible families on an as-needed basis to ensure the income targeting requirement is met.

Order of Selection

The PHA system of preferences may select families based on local preferences according to the date and time of application or by a random selection process (lottery) [24 CFR 982.207(c)]. If a PHA does not have enough funding to assist the family at the top of the waiting list, it is not permitted to skip down the waiting list to a family that it can afford to subsidize when there are not sufficient funds to subsidize the family at the top of the waiting list [24 CFR 982.204(d) and (e)].

BCHA Policy

Families will be selected from the waiting list based on the targeted funding or selection preference(s) for which they qualify, and in accordance with BCHA's hierarchy of preferences, if applicable. Within each targeted funding or preference category, families will be selected on a first-come, first-served basis according to the date and time their complete application is received by BCHA. Documentation will be maintained by BCHA as to whether families on the list qualify for and are interested in targeted funding. If a higher placed family on the waiting list is not qualified or not interested in targeted funding, there will be a notation maintained so that BCHA does not have to ask higher placed families each time targeted selections are made.

Applicants in the lottery pool will be selected randomly and placed on a list in numerical order based on the numbers that were assigned to each application, by lottery, at the time the applications were placed on the waitlist. Lottery applicants will be screened in accordance with BCHA's preference policy. Families in the lottery that qualify for a specified category of program funding

(targeted funding) may be selected from the waiting list ahead of higher placed families that do not qualify for the targeted funding. However, within any targeted funding category, applicants will be selected in numerical order based on the numbers that were assigned to each application, by lottery, at the time the applications were placed on the waiting list.

4-III.D. NOTIFICATION OF SELECTION

When a family has been selected from the waiting list, the PHA must notify the family [24 CFR 982.554(a)].

BCHA Policy

BCHA will notify the family by first class mail when it is selected from the waiting list. The notice will inform the family of the following:

Date, time, and location of the scheduled application interview, including any procedures for rescheduling the interview, how to register for an interview if multiple days and times are offered. Options to reschedule the interview will not be provided if BCHA is offering two or more opportunities to register for an application interview.

Intake interviews will be conducted in-person, phone and/or virtual meetings may be conducted as a part of a request for a reasonable accommodation.

Who is required to attend the interview.

All documents that must be provided at the interview, including information about what constitutes acceptable documentation.

Alternatively, BCHA may choose to notify the family that they were selected from the waiting list and request the family to first return a completed applicant questionnaire and signed release of information in order to complete a criminal background check first prior to scheduling an intake interview.

If a notification letter is returned to BCHA with no forwarding address, the family will be removed from the waiting list. No further notices of removal will be sent to the family.

4-III.E. THE APPLICATION INTERVIEW

HUD recommends that the PHA obtain the information and documentation needed to make an eligibility determination through a face-to-face interview with a PHA representative [HCV GB, pg. 4-16]. Being invited to attend an interview does not constitute admission to the program.

Assistance cannot be provided to the family until all SSN documentation requirements are met. However, if the PHA determines that an applicant family is otherwise eligible to participate in the program, the family may retain its place on the waiting list for a period of time determined by the PHA [Notice PIH 2018-24].

Reasonable accommodation must be made for persons with disabilities who are unable to attend an interview due to their disability.

BCHA Policy

Families selected from the waiting list are required to participate in an eligibility interview.

The head of household and the spouse/cohead will be strongly encouraged to attend the interview together. However, either the head of household or the spouse/cohead may attend the interview on behalf of the family. Verification of information pertaining to adult members of the household not present at the interview will not begin until signed release forms are returned to BCHA.

The head of household or spouse/cohead must provide acceptable documentation of legal identity. (Chapter 7 provides a discussion of proper documentation of legal identity.) If the family representative does not provide the required documentation at the time of the interview, they will be required to provide it within a deadline set by BCHA between 10 business days up to 30 calendar days.

Pending disclosure and documentation of social security numbers (SSN), staff will allow the family to retain its place on the waiting list or in the lottery pool for 30 days.

The family must provide the information necessary to establish the family's eligibility and determine the appropriate level of assistance, as well as completing required forms, providing required signatures, and submitting required documentation. If any materials are missing, staff will provide the family with a written list of items that must be submitted.

Any required documents or information that the family is unable to provide at the interview must be provided within 10 business days of the interview (Chapter 7 provides details about longer submission deadlines for particular items, including documentation of eligible noncitizen status). If the family is unable to obtain the information or materials within the required time frame, the family may request an extension. If the required documents and information are not provided within the required time frame (plus any extensions), the family will be sent a notice of denial (See Chapter 3).

An advocate, interpreter, or other assistant may assist the family with the application and the interview process.

Interviews will be conducted in English and Spanish as requested. For limited English proficient (LEP) applicants, BCHA will provide translation services in

accordance with its Administrative Plan, as stated in Chapter 2.

If the family is unable to attend a scheduled interview, the family should contact BCHA staff in advance of the interview to schedule a new appointment.

In all circumstances, if a family does not attend a scheduled interview, staff will send another notification letter with a new interview appointment time.

Applicants who fail to attend two scheduled interviews without prior approval will be denied assistance based on the family's failure to supply information needed to determine eligibility. A notice of denial will be issued in accordance with policies contained in Chapter 3. Good cause for rescheduling a missed briefing is defined as an unavoidable conflict which seriously affects the health, safety or welfare of the family. Requests to reschedule an intake interview must be made orally or in writing prior to the intake interview date. At its discretion, BCHA may request documentation of the "good cause" prior to rescheduling the appointment.

4-III.F. COMPLETING THE APPLICATION PROCESS

The PHA must verify all information provided by the family (see Chapter 7). Based on verified information, the PHA must make a final determination of eligibility (see Chapter 3) and must confirm that the family qualified for any special admission, targeted funding admission, or selection preference that affected the order in which the family was selected from the waiting list.

BCHA Policy

If BCHA determines that the family is ineligible, staff will send written notification of the ineligibility determination within 10 business days of the determination. The notice will specify the reasons for ineligibility, and will inform the family of its right to request an informal review (Chapter 16)

If a family fails to qualify for any criteria that affected the order in which it was selected from the waiting list or lottery pool (e.g. targeted funding, extremely low-income), the family will be returned to the waiting list or lottery pool, taking into account any change in their preference status. BCHA will notify the family in writing that it has been returned to the waiting list or lottery pool, and will specify the reasons for it.

If staff determine that the family is eligible to receive assistance, they will invite the family to attend a briefing in accordance with the policies in Chapter 5.

**Attachment B –
Financial Resources**

BCHA Programs
Income Statement
For the Year Ending December 31, 2024
(Year-to-date June 30, 2025)

[INDEX](#)

Month # 6

	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Year-to-Date Actual	Year-To-Date Prior Year	Variance	%	Year-To-Date Budget	Variance	%	Comments
INCOME														
OPERATING INCOME														
REVENUE														
GROSS POTENTIAL RENT														
Tenant Rental Income	-	-	-	-	-	-	\$ -	\$ -	\$ -	0%	\$ -	\$ -	0%	
Subsidies	-	-	-	-	-	-	-	-	-	0%	-	-	0%	
TOTAL GROSS POTENTIAL RENT	-	-	-	-	-	-	-	-	-	0%	-	-	0%	
ADJUSTMENT TO RENTAL INCOME														
Vacancy Loss	-	-	-	-	-	-	-	-	-	0%	-	-	0%	
TOTAL ADJUSTMENT TO RENTAL INCOME	-	-	-	-	-	-	-	-	-	0%	-	-	0%	
OTHER INCOME														
Other Revenue	182,818	110,558	277,218	327,115	361,121	111,547	1,370,376	1,337,851	32,525	2%	750,000	620,376	83%	
Section 8 Revenue	1,490,266	1,556,894	1,586,411	1,550,615	1,470,042	1,854,507	9,508,735	8,769,957	738,779		7,583,347	1,925,388	25%	
Insufficient Fund Fees	-	30	-	-	15	-	45	-	45	0%	-	45	0%	
Work Order Charges	-	-	-	-	-	-	-	-	-	0%	-	-	0%	
Tenant Nonrefundable Pet Fees	-	-	-	-	-	-	-	-	-	0%	-	-	0%	
Other Tenant Misc Revenue	-	-	-	-	-	-	-	-	-	0%	-	-	0%	
TOTAL OTHER INCOME	1,673,084	1,667,482	1,863,629	1,877,730	1,831,178	1,966,054	10,879,156	10,107,807	771,348	8%	8,333,347	2,545,809	31%	
TOTAL REVENUE	1,673,084	1,667,482	1,863,629	1,877,730	1,831,178	1,966,054	10,879,156	10,107,807	771,348	8%	8,333,347	2,545,809	31%	
OPERATING EXPENSES														
PAYROLL EXPENSES														
Administrative Salaries	95,506	92,213	82,503	86,800	80,034	76,021	513,078	616,306	(103,228)	-17%	915,456	(402,378)	-44%	
Administrative Benefits	53,272	39,069	35,699	36,681	33,755	32,339	230,814	257,804	(26,990)	-10%	365,797	(134,983)	-37%	
Maintenance Salaries	-	-	-	-	-	-	-	-	-	0%	63,258	(63,258)	-100%	
Maintenance Benefits	-	-	-	-	-	-	-	-	-	0%	21,591	(21,591)	-100%	
TOTAL PAYROLL EXPENSES	148,778	131,281	118,202	123,481	113,790	108,360	743,892	874,110	(130,218)	-15%	1,366,102	(622,210)	-46%	
ADMINISTRATIVE EXPENSES														
Legal Expenses	-	-	-	-	-	-	-	-	-	0%	-	-	0%	
Staff Training	1,850	-	288	-	63	-	2,201	1,890	310	16%	1,658	542	33%	
Audit Fees	-	-	-	-	-	-	-	-	-	0%	-	-	0%	
Office Supplies	398	40	41	217	5,253	641	6,590	1,906	4,684	246%	11,177	(4,587)	-41%	
Advertising and Marketing	141	-	100	-	-	539	780	384	397	103%	412	368	89%	
Phone Expense	439	-	878	439	-	878	2,633	2,344	289	12%	2,966	(333)	-11%	
Bank Fees	908	859	905	997	1,129	-	4,799	5,654	(855)	-15%	8,805	(4,007)	-46%	
Management Fees/Indirect Costs	-	-	-	-	-	-	-	75	(75)	-100%	67,867	(67,867)	-100%	
HOA Fees	-	-	-	-	-	-	-	-	-	0%	-	-	0%	
Admin Contracts	-	5,713	11,759	7,191	634	12,301	37,597	41,198	(3,601)	-9%	102,212	(64,614)	-63%	
Other Admin Expense	816	6,298	591	2,640	5,228	1,349	16,922	41,936	(25,014)	-60%	5,007	11,916	238%	
Insurance	12	12	12	12	12	12	74	68	6	9%	69	5	8%	
Bad Debt	(515)	3,647	-	-	-	6,345	9,477	12,703	(3,227)	-25%	11,787	(2,310)	-20%	
Section 8 Expense	1,439,635	1,372,374	1,434,379	1,430,062	1,378,941	1,392,872	8,448,262	8,587,379	(139,117)	-2%	7,583,347	864,915	11%	
Tenant Services	249,073	273,652	291,355	316,444	307,873	296,798	1,735,195	1,890,373	(155,179)	-8%	707,043	1,028,151	145%	
TOTAL ADMINISTRATIVE EXPENSES	1,692,758	1,662,594	1,740,308	1,758,001	1,699,134	1,711,736	10,264,530	10,585,911	(321,381)	-3%	8,502,348	1,762,182	21%	
UTILITIES														
Water	-	-	-	-	-	-	-	-	-	0%	-	-	0%	
Electricity	-	-	-	-	-	-	-	-	-	0%	-	-	0%	
Gas	-	-	-	-	-	-	-	-	-	0%	-	-	0%	
Sewer	-	-	-	-	-	-	-	-	-	0%	-	-	0%	
Other Utilities	-	-	-	-	-	-	-	-	-	0%	-	-	0%	
TOTAL UTILITIES	-	-	-	-	-	-	-	-	-	0%	-	-	0%	
MAINTENANCE EXPENSES														
Maint Supplies	-	-	-	-	-	-	-	-	-	0%	-	-	0%	
Maint Cont Other	-	-	-	-	-	-	-	-	-	0%	-	-	0%	
Maint Cont Cleaning	-	-	-	-	-	-	-	-	-	0%	-	-	0%	
Maint Cont Electrical	-	-	-	-	-	-	-	-	-	0%	-	-	0%	
Maint Cont Flooring	-	-	-	-	-	-	-	-	-	0%	-	-	0%	
Maint Cont HVAC	-	-	-	-	-	-	-	-	-	0%	-	-	0%	
Maint Cont Grounds	-	-	-	-	-	-	-	-	-	0%	-	-	0%	
Maint Cont Painting	-	-	-	-	-	-	-	-	-	0%	-	-	0%	
Maint Cont Pest Control	-	-	-	-	-	-	-	-	-	0%	-	-	0%	
Maint Cont Plumbing	-	-	-	-	-	-	-	-	-	0%	-	-	0%	
Maint Cont Snow Removal	-	-	-	-	-	-	-	-	-	0%	-	-	0%	
Maint Cont Elevator	-	-	-	-	-	-	-	-	-	0%	-	-	0%	
Maint Cont Trash Removal	-	-	-	-	-	-	-	-	-	0%	-	-	0%	
TOTAL MAINTENANCE EXPENSES	-	-	-	-	-	-	-	-	-	0%	-	-	0%	
TOTAL OPERATING EXPENSES	1,841,536	1,793,876	1,858,510	1,881,481	1,812,923	1,820,096	11,008,422	11,460,021	(451,599)	-4%	9,868,450	1,139,972	12%	
NET OPERATING INCOME	(168,452)	(126,393)	5,119	(3,752)	18,255	145,958	(129,266)	(1,352,214)	1,222,947	-90%	(1,535,103)	1,405,837	-92%	
NON-OPERATING REVENUES (EXPENSES)														
Depreciation Expense	-	-	(2,897)	966	-	-	(1,932)	(5,795)	3,863	-67%	(10,093)	8,161	-81%	
Amortization Expense	-	-	-	-	-	-	-	-	-	0%	-	-	0%	
Interest Expense - Hard Debt	-	-	-	-	-	-	-	-	-	0%	-	-	0%	
Interest Expense - Soft Debt	-	-	-	-	-	-	-	-	-	0%	-	-	0%	
Interest Income	1,751	1,637	2,194	2,231	1,963	46	9,822	15,150	(5,328)	-35%	-	9,822	0%	
Asset Management Fee Expense	-	-	-	-	-	-	-	-	-	0%	-	-	0%	
Investor Service Fee/Admin Service Fee	-	-	-	-	-	-	-	-	-	0%	-	-	0%	
Extraordinary Maintenance Expense	(5,000)	-	-	(4,694)	(2,500)	-	(12,194)	(27,000)	14,806	-55%	(70,940)	58,746	-83%	
Damage Mitigation Funding	-	-	-	-	-	-	-	-	-	0%	-	-	0%	
Other Non-Operating Income (Expense)	0	-	-	(0)	-	-	-	1,172,210	(1,172,210)	-100%	82,083	(82,083)	-100%	
TOTAL NON-OPERATING REVENUES (EXPENSES)	(3,249)	1,637	(703)	(1,497)	(537)	46	(4,304)	1,154,565	(1,158,869)	-100%	1,051	(5,355)	-510%	
NET INCOME (LOSS)	\$ (171,702)	\$ (124,757)	\$ 4,415	\$ (5,249)	\$ 17,717	\$ 146,004	\$ (133,570)	\$ (197,649)	\$ 64,079	-32%	\$ (1,534,052)	\$ 1,400,482	-91%	

Attachment C – Rent Determination Policies

Rent Determination:

In October of 2024 Resolution 2024-08 was passed reviewed by the Housing Authority board setting the 2025 payment standards at an average of 107% of the 2025 HUD Fair Market Rents for the voucher program and 120% of the 2025 HUD Fair Market Rents for the VASH voucher program.

2025 BCHA Payment Standards all vouchers except VASH

Efficiency	1 bedroom	2 bedroom	3 bedroom	4 bedroom	5 bedroom
\$1585	\$1823	\$2217	\$2898	\$3394	\$3903

2025 BCHA Payment Standards – VASH Specific

Efficiency	1 bedroom	2 bedroom	3 bedroom	4 bedroom	5 bedroom
\$1759	\$2042	\$2471	\$3245	\$3710	\$4267

HUD Fair Market Rents for Boulder County 2025

Year	Efficiency	1 bedroom	2 bedroom	3 bedroom	4 bedroom	5 bedroom
2025	\$1466	\$1702	\$2059	\$2704	\$3092	\$3556

Attachment D – Operation and Management

Boulder County Housing Authority does not own or operate any public housing properties as of 2016 and therefore is not subject to the requirements listed in 24 CFR 903.7(e)(1) and (2)

On April 2, 2024 the Board of County Commissioners gave direction to bring together all of the county's housing and homelessness-related initiatives under the same leadership, which included the housing authority and a new Housing Department made up of the following teams:

- Supportive Housing Services
- The Housing Policy and Partnership Manager
- The Mobile Homes Program Manager
- Homeless Solutions for Boulder County
- Housing Operations –
 - Housing Choice Voucher Program up to 1008 HCV vouchers that includes:
 - 88 Project Based Vouchers (PBV)
 - 92 Family Unification Program (FUP)
 - 80 Veterans Affairs Supportive Housing (VASH)
 - 35 Non-Elderly Disabled (NED) vouchers
 - 40 Mainstream vouchers
 - 34 Emergency Housing Vouchers (EHV)
 - 17 Foster Youth to Independence Vouchers (FYI) *new as of 2025
 - Property Management Operations 908 rental properties that include:
 - 50 HUD Multifamily units
 - 208 Affordable units
 - 513 Low Income Housing Tax Credit units
 - 88 Project Based Units
 - 50 USDA Rural Development units

The new leadership for this housing department will be a dual role of Executive Director of BCHA and Director of the new Housing Department and Susana Lopez-Baker was hired and appointed this role on 4/30/2024.

- Housing Authority Organization Structure:
 - BCHA Board of Directors
 - BCHA Executive Director
 - BCHA Finance Director
 - BCHA Deputy
 - BCHA Development Director
 - Housing Partnerships and Policy Manager
 - Supportive housing Unit Manager
 - Homeless Solutions for Boulder County Manager
- Housing Department Organization Structure
 - Board of County Commissioners
 - County Administrator

- Housing Department Director (same person as BCHA Executive Director)
 - BCHA Finance Director
 - BCHA Deputy
 - BCHA Development Director
 - Housing Partnerships and Policy Manager
 - Supportive housing Unit Manager
 - Homeless Solutions for Boulder County Manager

BCHA/Boulder County Housing Department

HO Maintenance; HO Property Operations; HO Development;

Supportive Housing; HO Finance & Housing Partnership (ARPA)

Susana Lopez-Baker
Bldr County Housing Authority Executive Director/
Boulder County Housing Department Director
Position #8012

Vacant A Guthrie

HO Property Operations Director

Position #2191

Molly Chiang

HO Development Director

Position #2371

Gwen Mossman

Supportive HO Manager

Position #8237

Sean Doherty

HO Finance Deputy Director

Position #2674

Vacant B Cole

Housing Partnership &
Policy Manager

Position #8574

Heidi Grove

HO Services Manager

Position #2835

Susana Lopez-Baker
BCHA Exec. Director/
Housing Department Director
Position #8012

Michelle Alexander
BCHA Maintenance
Director
Position #8253

Heather Dehner
Special Proj. Coordinator
Position #8174

Riley Persing
Maintenance Manager
South/East Portfolio
Position #2030

Vacant O Fredriksen
Facilities & Energy
Conservation Manager
Position #8060

Mike Ryman
Maintenance Wkr III
Annual Inspections &
Repairs Supervisor #8057

Y Mora
Supervisor
Portfolio
Position #8218

Adam Lohr
Maintenance Supervisor
Unit Turn Team
Position #8134

Gloria Vera
Custodian Lead
Position #2519

Tim Snow
Maintenance Wkr III
Position #2607

Elias Wilson
Maintenance Wkr II
Position #2184

Jonathan Gear
Maintenance Wkr II
Position #8272

Veronica Quintana
Custodian
Position #2332

Edward Hurter
Maintenance Wkr II
Position #8545

Davidson Changeux
Parks Technician II
Position #8547

Steve Schroeffer
Maintenance Wkr II
Position #8056

Alejandra Saldana Sardina
Custodian
Position #8132

Shawn Smith
Maintenance Wkr II
Position #8546

Jason Strange
Seasonal Landscaper
Hourly

Nicholas Bryk
Maintenance Wkr II
Position #8223

Leticia Cisneros de Mosqueda
Hourly
Position #9014

Arturo Rivero Ruiz
Maintenance Wkr II
Position #8104

Jim Ore
Maintenance Worker III
Energy Conservation
Position #2019

Vacant A Saldana Sardina
Hourly

William Jones
Maintenance Wkr II
Position #8326

Doug Dolan
HVAC & Engery Conservation
Manager
Position #2021

Garlise Boni
Maintenance Supervisor
HVAC Team
Position #2521

Chris Torrez
HVAC Maintenance Wkr II
Position #2017

Darren Montoya
HVAC Maintenance Wkr II
Position #2018

Robert Stevenson
HVAC Maintenance Wkr II
Position #8214

Paul Graham
Maintenance Wkr II
Position #8131

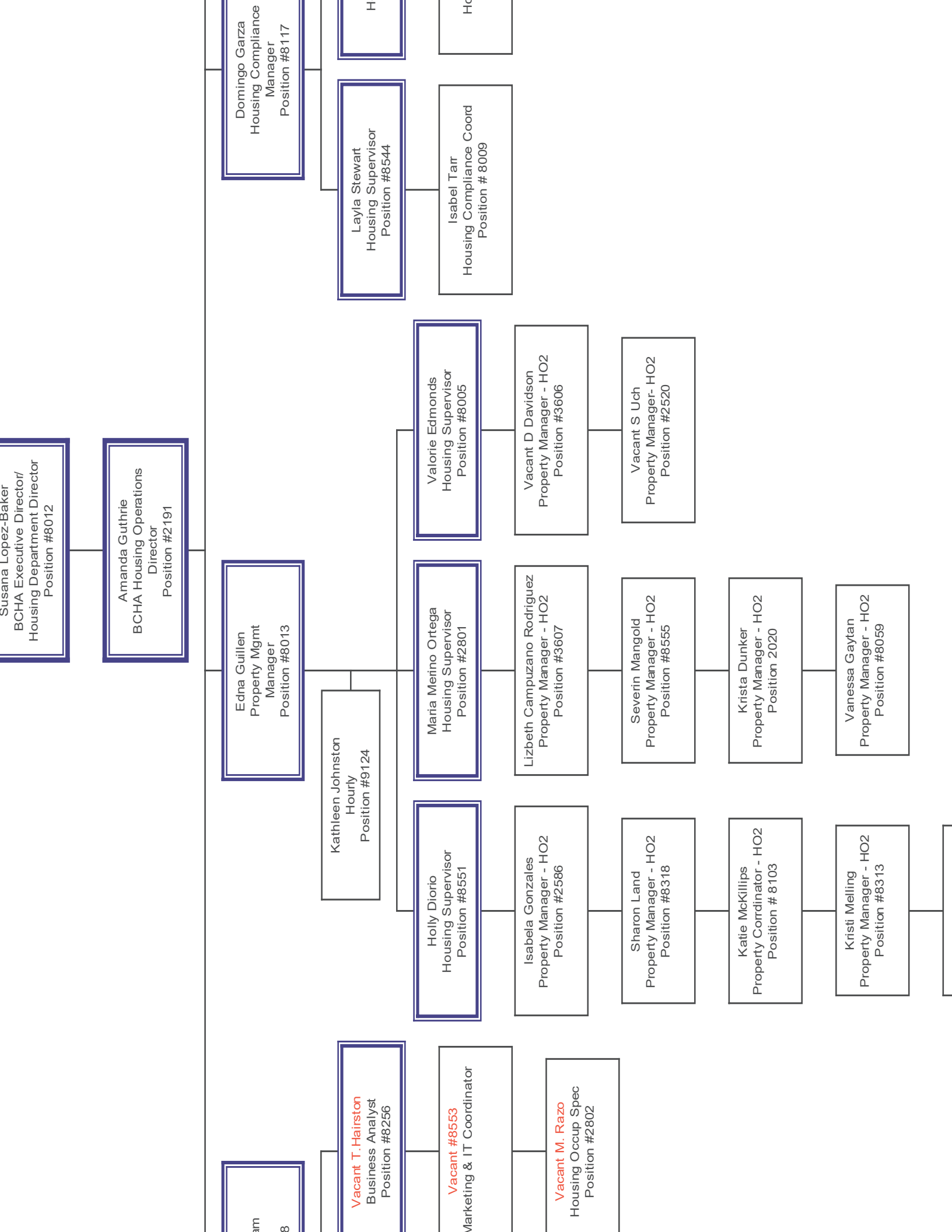
Shellance Faus
Housing Mnt Man
Position #2588

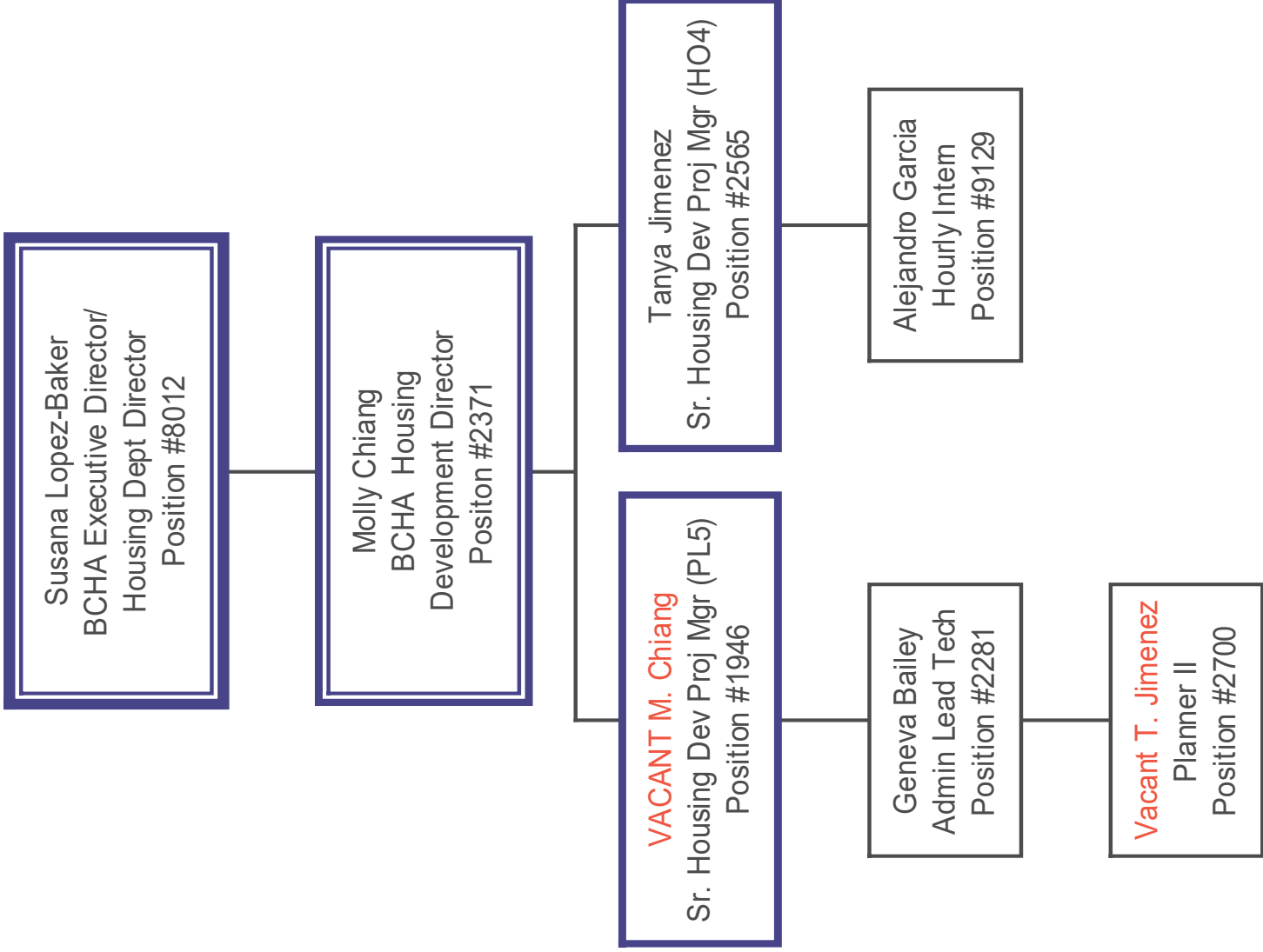
Carlene Hatch
Bil Housing Dispat
Position #2024

Melissa Vallejo
Bil Housing Dispat
Position #8114

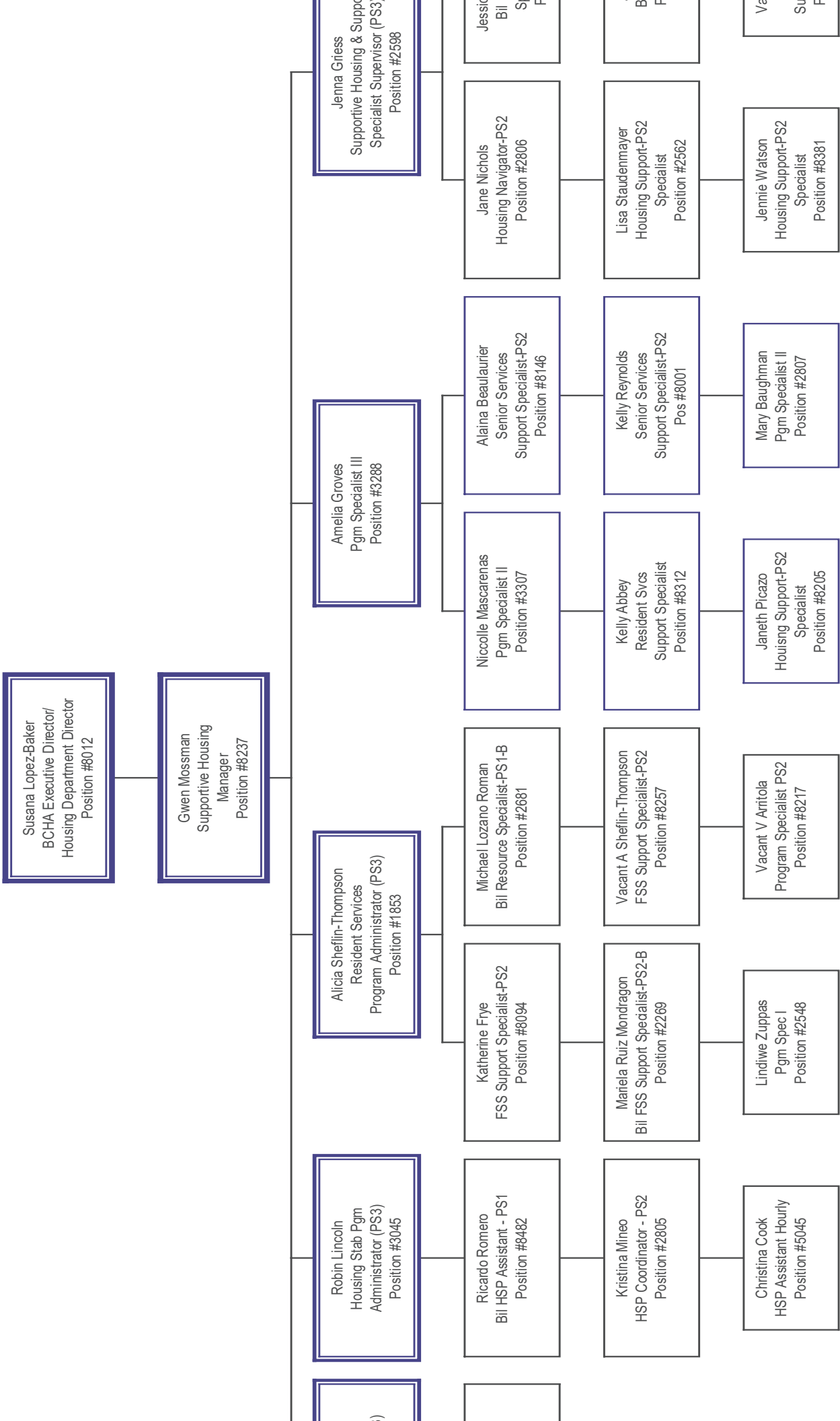
Jenny Skougstad
Contracts Lead S
Position #2708

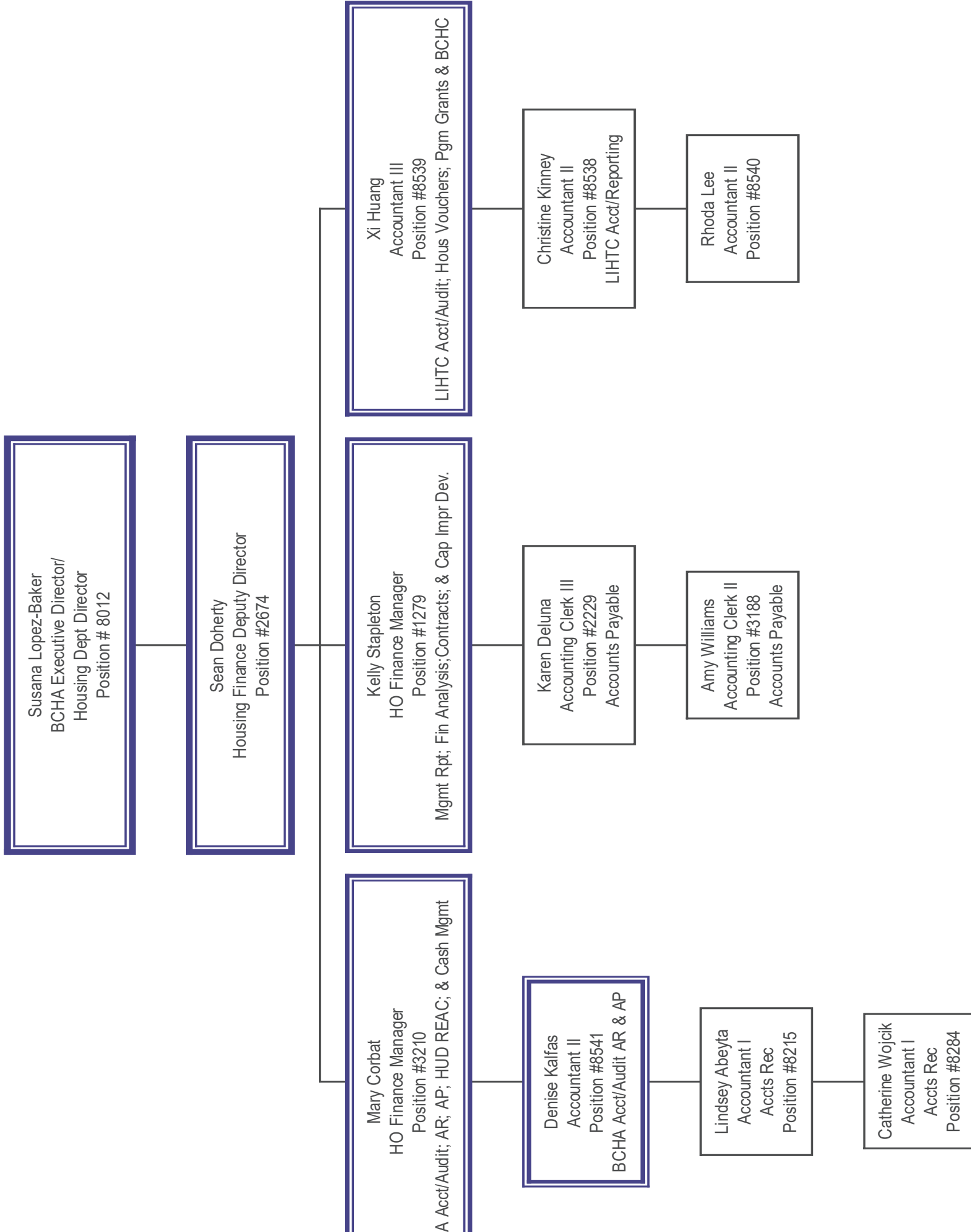
Anita McHugh
Hourly
Position #9014



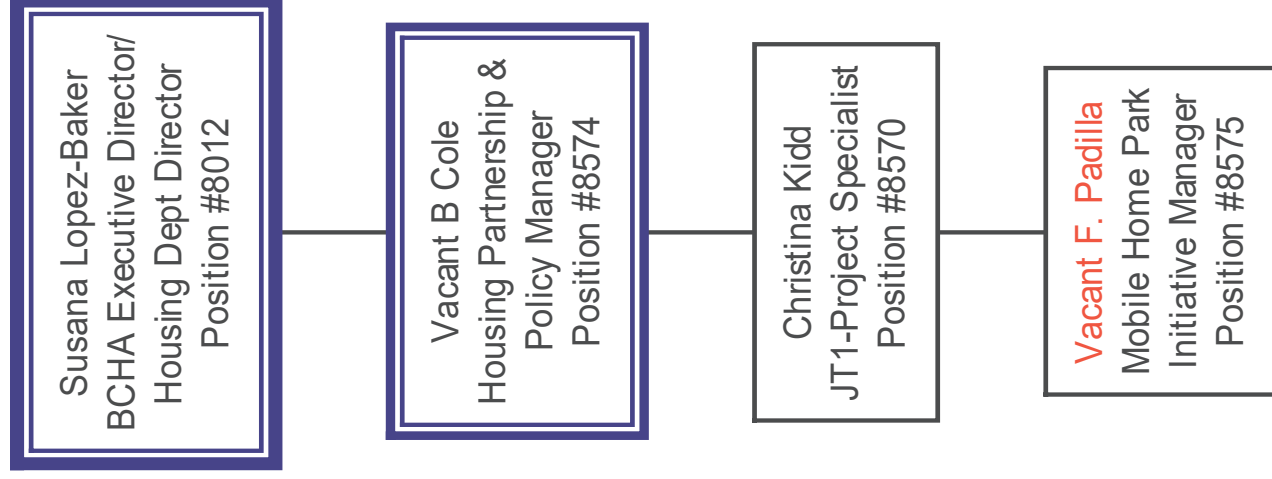


HOUSING DEPARTMENT SUPPORTIVE HOUSING PROGRAMS

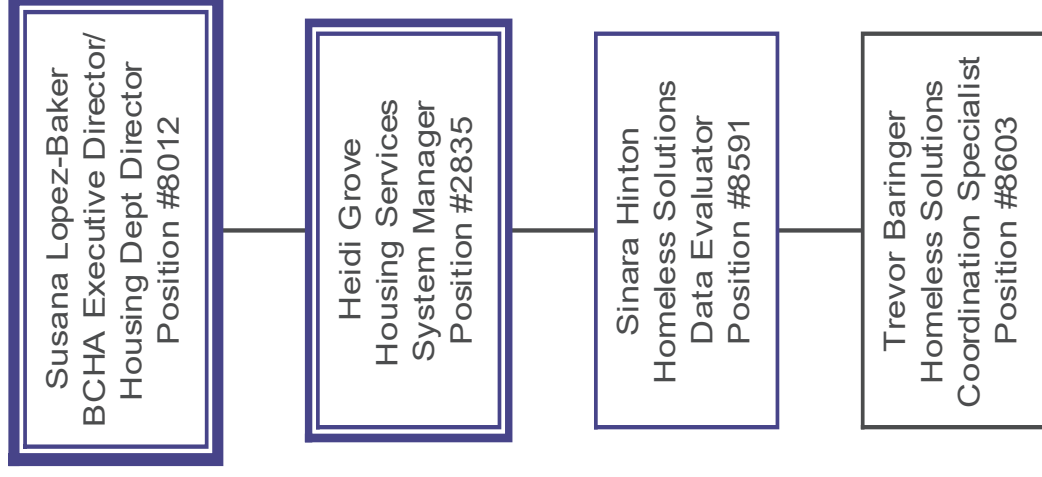




Housing Partnership & Policy Manager



Housing Services - Homeless Solutions



Attachment E – Informal Review and Hearing Procedures

PART III: INFORMAL REVIEWS AND HEARINGS

16-III.A. OVERVIEW

Both applicants and participants have the right to disagree with, and appeal, certain decisions of the PHA that may adversely affect them. PHA decisions that may be appealed by applicants and participants are discussed in this section.

The process for applicant appeals of PHA decisions is called the “informal review.” For participants (or applicants denied admission because of citizenship issues), the appeal process is called an “informal hearing.” PHAs are required to include informal review procedures for applicants and informal hearing procedures for participants in their administrative plans [24 CFR 982.54(d)(12) and (13)].

16-III.B. INFORMAL REVIEWS

Informal reviews are provided for program applicants. An applicant is someone who has applied for admission to the program, but is not yet a participant in the program. Informal reviews are intended to provide a “minimum hearing requirement” [24 CFR 982.554], and need not be as elaborate as the informal hearing requirements [*Federal Register* 60, no. 127 (3 July 1995): 34690].

Decisions Subject to Informal Review [24 CFR 982.554(a) and (c)]

The PHA must give an applicant the opportunity for an informal review of a decision denying assistance [24 CFR 982.554(a)]. Denial of assistance may include any or all of the following [24 CFR 982.552(a)(2)]:

- Denying listing on the PHA waiting list
 - Denying or withdrawing a voucher
 - Refusing to enter into a HAP contract or approve a lease
 - Refusing to process or provide assistance under portability procedures
- Informal reviews are *not* required for the following reasons [24 CFR 982.554(c)]:
- Discretionary administrative determinations by the PHA
 - General policy issues or class grievances
 - A determination of the family unit size under the PHA subsidy standards
 - A PHA determination not to approve an extension of a voucher term
 - A PHA determination not to grant approval of the tenancy
 - A PHA determination that the unit is not in compliance with the HQS
 - A PHA determination that the unit is not in accordance with the HQS due to family size or composition BCHA Policy

BCHA will only offer an informal review to applicants for whom assistance is being denied. Denial of assistance includes: denying listing on a BCHA waiting list; denying or withdrawing a voucher; refusing to enter into a HAP contract or approve a lease; refusing to process or provide assistance under portability procedures.

Notice to the Applicant [24 CFR 982.554(a)]

The PHA must give an applicant prompt notice of a decision denying assistance. The notice must contain a brief statement of the reasons for the PHA decision, and must also state that the applicant may request an informal review of the decision. The notice must describe how to obtain the informal review.

Scheduling an Informal Review

BCHA Policy

A request for an informal review must be made in writing and delivered to BCHA either in person or by first class mail, by the close of the business day, no later than 10 business days from the date of BCHA's denial of assistance.

BCHA must schedule and send written notice of the informal review within 10 business days of the family's request.

If the informal review will be conducted remotely, at the time BCHA notifies the family of the informal review, the family will be informed:

- Regarding the processes to conduct a remote informal review;
- That, if needed, BCHA will provide technical assistance prior to and during the informal review; and
- That if the family or any individual witness has any technological, resource, or accessibility barriers preventing them from fully accessing the remote informal review, the family may inform BCHA and BCHA will assist the family in either resolving the issues or allow the family to participate in an in-person informal review, as appropriate.

Informal Review Procedures [24 CFR 982.554(b)]

The informal review must be conducted by a person other than the one who made or approved the decision under review, or a subordinate of this person.

The applicant must be provided an opportunity to present written or oral objections to the decision of the PHA.

Remote Informal Reviews [Notice PIH 2020-32]

There is no requirement that informal reviews be conducted in-person and, as such, HUD allows PHAs to conduct all or a portion of their informal review remotely either over the phone, via video conferencing, or through other virtual platforms. If the PHA chooses to conduct remote informal reviews, applicants may still request an in-person informal review, as applicable.

BCHA Policy

BCHA has the sole discretion to require that informal reviews be conducted remotely in case of local, state, or national physical distancing orders, and in cases of inclement weather or natural disaster.

In addition, BCHA will conduct an informal review remotely upon request of the

applicant as a reasonable accommodation for a person with a disability, if an applicant does not have child care or transportation that would enable them to attend the informal review, or if the applicant believes an in-person informal review would create an undue health risk. BCHA will consider other reasonable requests for a remote informal review on a case-by-case basis.

Ensuring Accessibility for Persons with Disabilities and LEP Individuals

As with in-person informal reviews, the platform for conducting remote informal reviews must be accessible to persons with disabilities and the informal review must be conducted in accordance with Section 504 and accessibility requirements. This includes ensuring any information, websites, emails, digital notifications, and other virtual platforms are accessible for persons with vision, hearing, and other disabilities. Further, providing effective communication in a digital context may require the use of individualized auxiliary aids or services, such as audio description, captioning, sign language and other types of interpreters, keyboard accessibility, accessible documents, screen reader support, and transcripts. Auxiliary aids or services must be provided in accessible formats, in a timely manner, and in such a way to protect the privacy and independence of the individual. PHAs may never request or require that individuals with disabilities provide their own auxiliary aids or services, including for remote informal hearings.

PHAs are required to make reasonable accommodations in policies, practices, and procedures to ensure persons with disabilities have a full and equal opportunity to participate in and benefit from all aspects of the informal review process. See Chapter 2 for a more detailed discussion of reasonable accommodation requirements.

If no method of conducting a remote informal review is available that appropriately accommodates an individual's disability, the PHA may not hold against the individual their inability to participate in the remote informal review, and the PHA should consider whether postponing the remote informal review to a later date is appropriate or whether there is a suitable alternative.

Due to the individualized nature of disability, the appropriate auxiliary aid or service necessary, or reasonable accommodation, will depend on the specific circumstances and requirements.

As with in-person reviews, Limited English Proficiency (LEP) requirements also apply to remote informal reviews, including the use of interpretation services and document translation. See Chapter 2 for a more thorough discussion of accessibility and LEP requirements, all of which apply in the context of remote informal reviews.

Conducting Remote Informal Reviews

The PHA must ensure that the lack of technology or inability to use technology for remote informal reviews does not pose a disadvantage to families that may not be

apparent to the PHA. The PHA should determine through a survey or other means if these barriers exist prior to conducting the remote informal review and, if the family does not have the proper technology to fully participate, either postpone the informal review or provide an alternative means of access.

As with in-person informal reviews, the PHA must provide all materials presented, whether paper or electronic, to the family prior to the remote informal review. The family must also be provided with an accessible means by which to transmit their own evidence.

The PHA must ensure that the applicant has the right to hear and be heard. All PHA policies and processes for remote informal reviews must be conducted in accordance with due process requirements and be in compliance with HUD regulations at 24 CFR 982.554 and guidance specified in Notice PIH 2020-32.

BCHA Policy

BCHA will conduct remote informal reviews via a video conferencing platform, when available. If, after attempting to resolve any barriers, applicants are unable to adequately access the video conferencing platform at any point, or upon applicant request, the informal review will be conducted by telephone conferencing call-in. If the family is unable to adequately access the telephone conferencing call-in at any point, the remote informal review will be postponed, and an in-person alternative will be provided promptly within a reasonable time. Whether the informal review is conducted via videoconferencing or telephone call in, BCHA will provide the family with login information and/or conferencing call-in information and an electronic copy of all materials being presented via email, at the participants request the documents may be mailed out or left in a BCHA office for pick up. The notice will advise the family of technological requirements for the hearing and request the family notify BCHA of any known barriers. BCHA will resolve any barriers using the guidance in Section 6 of Notice PIH 2020-32, including offering the family the opportunity to attend an in-person review.

If the informal review is to be conducted remotely, BCHA will require the family to provide any documents directly relevant to the informal review at least 48 hours before the scheduled review through the mail, via email, or text. BCHA will scan and email copies of these documents to the BCHA representative the same day.

Documents will be shared electronically whenever possible.

BCHA will ensure that all electronic information stored or transmitted with respect to the informal review is secure, including protecting personally identifiable information (PII), and meets the requirements for accessibility for persons with disabilities and persons with LEP.

Informal Review Decision [24 CFR 982.554(b)]

The PHA must notify the applicant of the PHA's final decision, including a brief statement of the reasons for the final decision.

BCHA Policy

In rendering a decision, BCHA will evaluate the following matters:

Whether or not the grounds for denial were stated factually in the notice to the family.

The validity of the grounds for denial of assistance. If the grounds for denial are not specified in the regulations, then the decision to deny assistance will be overturned.

The validity of the evidence. BCHA will evaluate whether the facts presented prove the grounds for denial of assistance. If the facts prove that there are grounds for denial, and the denial is required by HUD, BCHA will uphold the decision to deny assistance.

If the facts prove the grounds for denial, and the denial is discretionary, BCHA will consider the recommendation of the person conducting the informal review in making the final decision whether to deny assistance.

BCHA will notify the applicant of the final decision, including a statement explaining the reason(s) for the decision. The notice will be mailed within 10 business days of the informal review, to the applicant and his or her representative, if any, along with proof of mailing.

If the decision to deny is overturned as a result of the informal review, processing for admission will resume.

If the family fails to appear for their informal review, the denial of admission will stand and the family will be so notified.

16-III.C. INFORMAL HEARINGS FOR PARTICIPANTS [24 CFR 982.555]

PHAs must offer an informal hearing for certain PHA determinations relating to the individual circumstances of a participant family. A participant is defined as a family that has been admitted to the PHA's HCV program and is currently assisted in the program. The purpose of the informal hearing is to consider whether the PHA's decisions related to the family's circumstances are in accordance with the law, HUD regulations and PHA policies.

The PHA is not permitted to terminate a family's assistance until the time allowed for the family to request an informal hearing has elapsed, and any requested hearing has been completed.

Termination of assistance for a participant may include any or all of the following:

- Refusing to enter into a HAP contract or approve a lease
- Terminating housing assistance payments under an outstanding HAP contract
- Refusing to process or provide assistance under portability procedures

Decisions Subject to Informal Hearing

Circumstances for which the PHA must give a participant family an opportunity for an informal hearing are as follows:

- A determination of the family's annual or adjusted income, and the use of such income to compute the housing assistance payment
- A determination of the appropriate utility allowance (if any) for tenant-paid utilities from the PHA utility allowance schedule
- A determination of the family unit size under the PHA's subsidy standards
- A determination to terminate assistance for a participant family because of the family's actions or failure to act
- A determination to terminate assistance because the participant has been absent from the assisted unit for longer than the maximum period permitted under PHA policy and HUD rules
- A determination to terminate a family's Family Self Sufficiency contract, withhold supportive services, or propose forfeiture of the family's escrow account [24 CFR 984.303(i)]

Circumstances for which an informal hearing is not required are as follows:

- Discretionary administrative determinations by the PHA
- General policy issues or class grievances
- Establishment of the PHA schedule of utility allowances for families in the program
- A PHA determination not to approve an extension of a voucher term
- A PHA determination not to approve a unit or tenancy
- A PHA determination that a unit selected by the applicant is not in compliance with the HQS
- A PHA determination that the unit is not in accordance with HQS because of family size
- A determination by the PHA to exercise or not to exercise any right or remedy against an owner under a HAP contract

BCHA Policy

BCHA will only offer participants the opportunity for an informal hearing when required to by the regulations, and if BCHA denies a request for a reasonable accommodation (see Chapter 2).

Remote Informal Hearings [Notice PIH 2020-32]

There is no requirement that informal hearings be conducted in-person, and as such, HUD allows PHAs to conduct all or a portion of their informal hearings remotely either over the phone, via video conferencing, or through other virtual platforms. If the PHA chooses to conduct remote informal hearings, applicants may still request an in-person informal hearing, as applicable.

BCHA Policy

BCHA has the sole discretion to require that informal hearings be conducted remotely in case of local, state, or national physical distancing orders, and in cases of inclement weather or natural disaster.

In addition, BCHA will conduct an informal hearing remotely upon request as a reasonable accommodation for a person with a disability, if a participant does not have child care or transportation that would enable them to attend the informal hearing, or if the participant believes an in-person hearing would create an undue health risk. BCHA will consider other reasonable requests for a remote informal hearing on a case-by-case basis.

Ensuring Accessibility for Persons with Disabilities and LEP Individuals

As with in-person informal hearings, the platform for conducting remote informal hearings must be accessible to persons with disabilities and the informal hearings must be conducted in accordance with Section 504 and accessibility requirements. This includes ensuring any information, websites, emails, digital notifications, and other virtual platforms are accessible for persons with vision, hearing, and other disabilities. Further, providing effective communication in a digital context may require the use of individualized auxiliary aids or services, such as audio description, captioning, sign language and other types of interpreters, keyboard accessibility, accessible documents, screen reader support, and transcripts.

Auxiliary aids or services must be provided in accessible formats, in a timely manner, and in such a way to protect the privacy and independence of the individual. PHAs may never request or require that individuals with disabilities provide their own auxiliary aids or services, including for remote informal hearings.

PHAs are required to make reasonable accommodations in policies, practices, and procedures to ensure persons with disabilities have a full and equal opportunity to participate in and benefit from all aspects of the informal hearing process. See Chapter 2 for a more detailed discussion of reasonable accommodation requirements.

If no method of conducting a remote informal hearing is available that appropriately accommodates an individual's disability, the PHA may not hold against the individual their inability to participate in the remote informal hearing, and the PHA should consider whether postponing the remote hearing to a later date is appropriate or whether there is a suitable alternative.

Due to the individualized nature of disability, the appropriate auxiliary aid or service necessary, or reasonable accommodation will depend on the specific circumstances and requirements.

As with in-person reviews, Limited English Proficiency (LEP) requirements also apply to remote informal hearings, including the use of interpretation services and document translation. See Chapter 2 for a more thorough discussion of accessibility and LEP requirements, all of which apply in the context of remote informal hearings.

Conducting Informal Hearings Remotely

The PHA must ensure that the lack of technology or inability to use technology for remote informal hearings does not pose a disadvantage to families that may not be apparent to the PHA. The PHA should determine through a survey or other means if these barriers exist prior to conducting the remote informal hearing and, if the family does not have the proper technology to fully participate, either postpone the informal hearing or provide an alternative means of access.

As with in-person informal hearings, the PHA must provide all materials presented, whether paper or electronic, to the family prior to the remote informal hearing. The family must also be provided with an accessible means by which to transmit their own evidence.

The PHA's essential responsibility is to ensure informal hearings meet the requirements of due process and comply with HUD regulations. Therefore, all PHA policies and processes for remote informal hearings will be conducted in accordance with due process requirements, and will be in compliance with HUD regulations at 24 CFR 982.555 and the guidance for conducting remote hearings specified in Notice PIH 2020-32.

BCHA Policy

BCHA will conduct remote informal hearings via telephone conferencing call-in or via videoconferencing. If the informal hearing will be conducted via videoconferencing, BCHA will ensure that all participants, participant representatives, advocates, witnesses, BCHA representatives, and the hearing officer can adequately access the platform (i.e., hear, be heard, see, and be seen).

If any participant, representative, advocate, witness, BCHA representative, or hearing officer is unable to effectively utilize the videoconferencing platform, the informal hearing will be conducted by telephone conferencing call-in.

Whether the informal hearing is to be conducted via videoconferencing or telephone call-in, BCHA will provide all parties login information and/or telephone call-in information before the hearing. BCHA will resolve any barriers using the guidance in Section 6 of Notice PIH 2020-32, including offering the family the opportunity to attend an in-person hearing.

BCHA will ensure that all electronic information stored or transmitted with respect to the informal hearing is secure, including protecting personally identifiable information (PII), and meets the requirements for accessibility for persons with disabilities and persons with LEP.

Informal Hearing Procedures

Notice to the Family [24 CFR 982.555(c)]

When the PHA makes a decision that is subject to informal hearing procedures, the PHA must inform the family of its right to an informal hearing at the same time that it informs the family of the decision.

For decisions related to the family's annual or adjusted income, the determination of the appropriate utility allowance, and the determination of the family unit size, the PHA must notify the family that they may ask for an explanation of the basis of the determination, and that if they do not agree with the decision, they may request an informal hearing on the decision.

For decisions related to the termination of the family's assistance, or the denial of a family's request for an exception to the PHA's subsidy standards, the notice must contain a brief statement of the reasons for the decision, a statement that if the family does not agree with the decision, the family may request an informal hearing on the decision, and a statement of the deadline for the family to request an informal hearing.

BCHA Policy

In cases where BCHA makes a decision for which an informal hearing must be offered, the notice to the family will include all of the following:

- The proposed action or decision of BCHA.

- A brief statement of the reasons for the decision, including the regulatory reference. The date the proposed action will take place.

- A statement of the family's right to an explanation of the basis for BCHA's decision.

- A statement that if the family does not agree with the decision the family may request an informal hearing of the decision.

- A deadline for the family to request the informal hearing. To whom the hearing request should be addressed.

- A copy of BCHA's hearing procedures.

If BCHA will require that the hearing be conducted remotely, at the time the notice is sent to the family informing them of the right to request an informal hearing, the family will be notified that the informal hearing will be conducted remotely. The family will be informed of the processes involved in a remote informal hearing and that BCHA will provide technical assistance, if needed, before the informal hearing.

Scheduling an Informal Hearing [24 CFR 982.555(d)]

When an informal hearing is required, the PHA must proceed with the hearing in a reasonably expeditious manner upon the request of the family.

BCHA Policy

A request for an informal hearing must be made in writing and delivered to BCHA either in person, via email or by first class mail, by the close of the business day, no later than 10 business days from the date of BCHA's decision or notice to terminate assistance.

BCHA will schedule and send written notice of the informal hearing to the family within 10 business days of the family's request. BCHA will attempt to schedule the hearing to be completed within the same month of the proposed action, however the actual date of the hearing will be scheduled in accordance with staff schedules and the informal

hearing officer availability and maybe held within 30-90 days from the date of the proposed action letter. A copy of BCHA's hearing procedures will be provided with the notice of hearing date.

If the hearing will be conducted remotely, at the time the notice is sent to the family, the family will be notified:

- Regarding the processes involved in a remote informal hearing;

- That BCHA will provide technical assistance prior to and during the informal hearing, if needed; and

- That if the family or any individual witness has any technological, resource, or accessibility barriers, the family may inform BCHA and BCHA will assist the family in either resolving the issue or allow the family to participate in an in-person hearing, as appropriate.

The family may request to reschedule a hearing for good cause, or if it is needed as a reasonable accommodation for a person with disabilities. Good cause is defined as an unavoidable conflict which seriously affects the health, safety or welfare of the family. Requests to reschedule a hearing must be made orally or in writing prior to the hearing date. At its discretion, BCHA may request documentation of the "good cause" prior to rescheduling the hearing.

If the family does not appear within 15 minutes of the scheduled time, and was unable to reschedule the hearing in advance due to the nature of the conflict, the family must contact BCHA within 24 hours of the scheduled hearing date, excluding weekends and holidays. BCHA will reschedule the hearing only if the family can show good cause for the failure to appear, or if it is needed as a reasonable accommodation for a person with disabilities. If the family cannot show good cause for the failure to appear, or a rescheduling is not needed as a reasonable accommodation, BCHA's decision will stand.

Pre-Hearing Right to Discovery [24 CFR 982.555(e)]

Participants and the PHA are permitted pre-hearing discovery rights. The family must be given the opportunity to examine before the hearing any PHA documents that are directly relevant to the hearing. The family must be allowed to copy any such documents at their own expense. If the PHA does not make the document available for examination on request of the family, the PHA may not rely on the document at the hearing.

For the purpose of informal hearings, *documents* include records and regulations.

BCHA Policy

BCHA will provide the family a copy of the documents BCHA plans to rely on at the informal hearing at no cost. The documents will be available two business days prior to the scheduled hearing date. Documents will be shared electronically. BCHA will also offer to provide a hard copy of the documents. If the family requests a hard copy of the documents, the documents will be available for pick up by the family at BCHA's offices after 12:00 p.m. two business days prior to the scheduled hearing date.

Documents will be shared electronically whenever possible.

The PHA hearing procedures may provide that the PHA must be given the opportunity to

examine at the PHA offices before the hearing any family documents that are directly relevant to the hearing. The PHA must be allowed to copy any such document at the PHA's expense. If the family does not make the document available for examination on request of the PHA, the family may not rely on the document at the hearing.

BCHA Policy

The family must provide any documents it plans to rely on at the informal hearing – whether an in- person hearing or a remote hearing - at least two business days before the scheduled hearing.

Documents may be delivered to BCHA by email. If the family provides hard copies, BCHA will scan and email copies of these documents to the hearing officer and BCHA representative the same day. Documents will be shared electronically whenever possible.

Participant's Right to Bring Counsel [24 CFR 982.555(e)(3)]

At its own expense, the family may be represented by a lawyer or other representative at the informal hearing.

Informal Hearing Officer [24 CFR 982.555(e)(4)]

Informal hearings will be conducted by a person or persons approved by the PHA, other than the person who made or approved the decision or a subordinate of the person who made or approved the decision.

Attendance at the Informal Hearing

BCHA Policy

Hearings may be attended by a hearing officer and the following applicable persons:

BCHA representative(s) and any witnesses for BCHA

The participant and any witnesses for the participant The participant's counsel or other representative

Any other person approved by BCHA as a reasonable accommodation for a person with a disability

Conduct at Hearings

The person who conducts the hearing may regulate the conduct of the hearing in accordance with the PHA's hearing procedures [24 CFR 982.555(4)(ii)].

BCHA Policy

The hearing officer is responsible to manage the order of business and to ensure that hearings are conducted in a professional and businesslike manner.

Attendees are expected to comply with all hearing procedures established by the hearing officer and guidelines for conduct. Any person demonstrating disruptive, abusive or otherwise inappropriate behavior will be excused from the hearing at the discretion of the hearing officer.

Evidence [24 CFR 982.555(e)(5)]

The PHA and the family must be given the opportunity to present evidence and question any witnesses. In general, all evidence is admissible at an informal hearing. Evidence may be

considered without regard to admissibility under the rules of evidence applicable to judicial proceedings.

BCHA Policy

Any evidence to be considered by the hearing officer must be presented at the time of the hearing. There are four categories of evidence.

Oral evidence: the testimony of witnesses

Documentary evidence: a writing which is relevant to the case, for example, a letter written to BCHA. Writings include all forms of recorded communication or representation, including letters, words, pictures, sounds, videotapes or symbols or combinations thereof. This type of evidence must also be provided by the party seeking to use this evidence at least two business days before the scheduled hearing.

Demonstrative evidence: Evidence created specifically for the hearing and presented as an illustrative aid to assist the hearing officer, such as a model, a chart or other diagram.

Real evidence: A tangible item relating directly to the case.

Hearsay Evidence is evidence based not on a witness' personal knowledge. In and of itself, hearsay evidence carries no weight when making a finding of fact. The hearing officer may include hearsay evidence when considering their decision if it is corroborated by other evidence. Even though hearsay evidence is generally admissible in a hearing, the hearing officer will not base a hearing decision on hearsay alone unless there is clear probative value and credibility of the evidence, and the party seeking the change has met the burden of proof.

If either the PHA (or the family, if required in a remote hearing) fail to comply with the discovery requirements described above, the hearing officer will refuse to admit such evidence.

Other than the failure of a party to comply with discovery, the hearing officer has the authority to overrule any objections to evidence.

Procedures for Rehearing or Further Hearing

BCHA Policy

The hearing officer may ask the family for additional information and/or might adjourn the hearing in order to reconvene at a later date, before reaching a decision. If the family misses an appointment or deadline ordered by the hearing officer, the action of BCHA will take effect and another hearing will not be granted.

Hearing Officer's Decision [24 CFR 982.555(e)(6)]

The person who conducts the hearing must issue a written decision, stating briefly the reasons for the decision. Factual determinations relating to the individual circumstances of the family must be based on a preponderance of evidence presented at the hearing.

BCHA Policy

In rendering a decision, the hearing officer will consider the following matters:

BCHA Notice to the Family: The hearing officer will determine if the reasons for BCHA's decision are factually stated in the Notice.

Discovery: The hearing officer will determine if BCHA and the family were given the opportunity to examine any relevant documents in accordance with BCHA

policy.

BCHA Evidence to Support BCHA Decision: The evidence consists of the facts presented. Evidence is not conclusion and it is not argument. The hearing officer will evaluate the facts to determine if they support BCHA's conclusion.

Validity of Grounds for Termination of Assistance (when applicable): The hearing officer will determine if the termination of assistance is for one of the grounds specified in the HUD regulations and BCHA policies. If the grounds for termination are not specified in the regulations or in compliance with BCHA policies, then the decision of BCHA will be overturned.

The hearing officer will issue a written decision to the family and BCHA no later than 10 business days after the hearing. The report will contain the following information:

Hearing information:

Name of the participant; Date, time and place of the hearing; Name of the hearing officer; Name of the BCHA representative; and Name of family representative (if any).

Background: A brief, impartial statement of the reason for the hearing.

Summary of the Evidence: The hearing officer will summarize the testimony of each witness and identify any documents that a witness produced in support of their testimony and that are admitted into evidence.

Findings of Fact: The hearing officer will include all findings of fact, based on a preponderance of the evidence. *Preponderance of the evidence* is defined as evidence which is of greater weight or more convincing than the evidence which is offered in opposition to it; that is, evidence which as a whole shows that the fact sought to be proved is more probable than not. Preponderance of the evidence may not be determined by the number of witnesses, but by the greater weight of all evidence.

Conclusions: The hearing officer will render a conclusion derived from the facts that were found to be true by a preponderance of the evidence. The conclusion will result in a determination of whether these facts uphold BCHA's decision.

Order: The hearing report will include a statement of whether BCHA's decision is upheld or overturned. If it is overturned, the hearing officer will instruct BCHA to change the decision in accordance with the hearing officer's determination. In the case of termination of assistance, the hearing officer will instruct BCHA to restore the participant's program status.

Issuance of Decision [24 CFR 982.555(e)(6)]

A copy of the hearing must be furnished promptly to the family.

BCHA Policy

The hearing officer will email a "Notice of Hearing Decision" to BCHA and to the participant on the same day. This notice will be sent by first-class mail. The participant will be emailed when applicable and mailed the original "Notice of Hearing Decision". A copy of the "Notice of Hearing Decision" will be maintained in the BCHA's file.

Effect of Final Decision [24 CFR 982.555(f)]

The PHA is not bound by the decision of the hearing officer for matters in which the PHA

is not required to provide an opportunity for a hearing, decisions that exceed the authority of the hearing officer, decisions that conflict with or contradict HUD regulations, requirements, or are otherwise contrary to federal, state, or local laws. If the PHA determines it is not bound by the hearing officer's decision in accordance with HUD regulations, the PHA must promptly notify the family of the determination and the reason for the determination.

BCHA Policy

The Executive Director has the authority to determine that BCHA is not bound by the decision of the hearing officer because BCHA was not required to provide a hearing, the decision exceeded the authority of the hearing officer, the decision conflicted with or contradicted HUD regulations, requirements, or the decision was otherwise contrary to federal, state, or local laws.

In such a case, BCHA will mail a "Notice of Final Decision" to BCHA and the participant on the same day. The "Notice of Final Decision" will be sent by first-class mail. A copy of this notice will be maintained in BCHA's file.

Additionally BCHA provides all applicants this document during initial intake and then this document is provided again whenever a participant or applicant requests an informal review or hearing. This document is also available in Spanish.

GUIDE TO INFORMAL HEARINGS FOR PARTICIPANTS

This Guide outlines the basic procedures for informal hearings for participants as governed by applicable law, regulations and the Boulder County Housing Authority Section 8/Housing Choice Voucher Administrative Plan (the "Plan"). It is meant as a guide only and if any provision of this Guide conflicts with the Plan, the Plan supersedes this Guide.

A copy of the Plan is available at www.bouldercountyhousing.org under "Housing Choice Vouchers" and then on the "Plans/Policies" tab or you may request a copy at the Front Desk at the address listed above.

1. **Scheduling of a Hearing**
 - a. **How to Request a Hearing:** A request for an informal hearing must be made in writing and delivered to Boulder County Housing Authority ("BCHA") staff either in person or by first class mail, by the close of business, no later than 10 business days from the date of BCHA's decision or notice to terminate assistance.
 - b. **Scheduling:** After receiving a proper request, BCHA will schedule and send written notice of the informal hearing to the family within 10 business days of the family's written request.
 - c. **Rescheduling:** The family may request to reschedule a hearing for good cause, or if it is needed as a reasonable accommodation for a person with disabilities. Good cause is defined as an unavoidable conflict which seriously affects the health, safety or welfare of the family.

Requests to reschedule a hearing must be made verbally or in writing prior to the hearing date. At its discretion, staff may request documentation of the “good cause” prior to rescheduling the hearing.

If the family does not appear at the scheduled time, and was unable to reschedule the hearing in advance due to the nature of the conflict, the family must contact staff within 24 hours of the scheduled hearing date, excluding weekends and holidays. BCHA will reschedule the hearing only if the family can show good cause for the failure to appear, or if it is needed as a reasonable accommodation for a person with a disability.

2. Documents to be Used at the Hearing (Discovery)

3. All documents upon which BCHA will rely for the hearing will be made available to the family for pickup 2 business days in advance of the hearing. If BCHA does not make the document(s) available for examination on request of the family, then BCHA may not rely on the document at the hearing.

4. The family must also submit any documents that are directly relevant to the hearing. All documents must be made available to BCHA for review no later than 2 business days in advance of the hearing. BCHA will be allowed to copy any such document at its expense. If the family does not make the document(s) available for examination, the family may not rely on the document at the hearing.

5. Representation of the Family and Right to Counsel

At its own expense, the family may be represented by a lawyer or other representative at the informal hearing.

6. The Hearing Officer

- a. The hearing will be conducted by a Hearing Officer. A Hearing Officer is a person or persons designated by BCHA. The Hearing Officer is someone who has not made or approved the decision under review or a subordinate of this person.
- b. The Hearing Officer has been trained to serve as a presiding person in housing termination hearings, and will follow the Boulder County Department of Housing and Human Services policies and procedures for hearings.
- c. The Hearing Officer will regulate the conduct of the hearing in accordance with BCHA’s hearing procedures and the Plan.

7. Presentation of Evidence at the Hearing

BCHA and the family must have the opportunity to present evidence and may question any witnesses. Evidence may be considered without regard to admissibility under the rules of evidence applicable to judicial proceedings.

8. Who May Attend the Hearing

In addition to the Hearing Officer, the following applicable persons may attend:

1. BCHA representative(s) and any witnesses for BCHA;
2. BCHA's legal counsel;
3. The participant and any witnesses for the participant;
4. The participant's counsel or other representative; and
5. Any other person approved by BCHA as a reasonable accommodation for a person with a disability.

9. Conduct at Hearings

The Hearing Officer is responsible to manage the order of business and to ensure that hearings are conducted in a professional and businesslike manner. Attendees are expected to comply with all hearing procedures established by the Hearing Officer and guidelines for conduct. Any person demonstrating disruptive, abusive or otherwise inappropriate behavior will be excused from the hearing at the discretion of the Hearing Officer.

10. Issuance of Decision

The Hearing Officer must issue a written decision within 10 business days from the date of the hearing, stating briefly the reasons for the decision. Factual determinations relating to the individual circumstances of the family shall be based on a preponderance of the evidence presented at the hearing.

A copy of the hearing decision will be furnished promptly to the family.

11. Effect of the Decision

BCHA is not bound by a hearing decision:

- a. Concerning a matter for which BCHA is not required to provide an opportunity for an informal hearing under this Section, or that otherwise exceeds the authority of the person conducting the hearing under BCHA's hearing procedures.
- b. Contrary to HUD regulations or requirements, or otherwise contrary to Federal, State or local law.
- c. If BCHA determines that it is not bound by a hearing decision, it will notify the family within 10 business days of the determination and of the reasons for the determination.

12. Considering Circumstances

In deciding whether to terminate assistance because of action or inaction by members of the family, BCHA may consider all of the circumstances in each case, including the seriousness of the case, the extent of participation or culpability of individual family members, and the effects of denial or termination of assistance on other family members who were not involved in the action or failure.

BCHA may impose, as a condition of continued assistance for other family members, a requirement that family members who participated in or were culpable for the action or failure will not reside in the unit, BCHA may permit the other members of a participant family to continue receiving assistance.

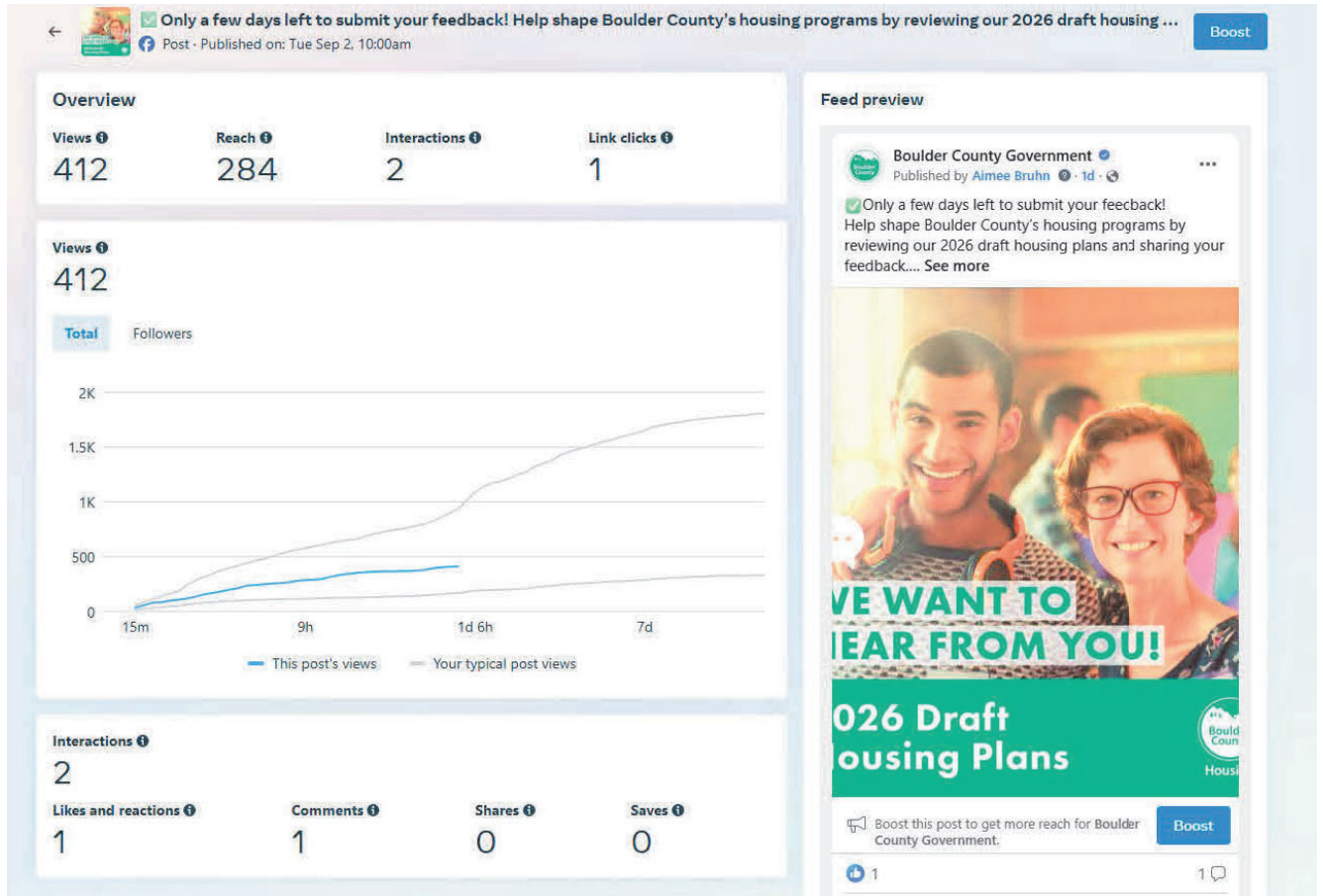
If BCHA seeks to terminate assistance because of illegal use, or possession for personal use, of a controlled substance, or pattern of abuse of alcohol, such use or possession or pattern of abuse must have occurred within one year before the date that BCHA provides notice to the family of BCHA determination to deny or terminate assistance. In determining whether to terminate assistance for these reasons BCHA will consider evidence of whether the household member:

- a. Has successfully completed a supervised drug or alcohol rehabilitation program (as applicable) and is no longer engaging in the illegal use of a controlled substance or abuse of alcohol;
- b. Has otherwise been rehabilitated successfully and is no longer engaging in the illegal use of a controlled substance or abuse of alcohol; or
- c. Is participating in a supervised drug or alcohol rehabilitation program and is no longer engaging in the illegal use of a controlled substance or abuse of alcohol.

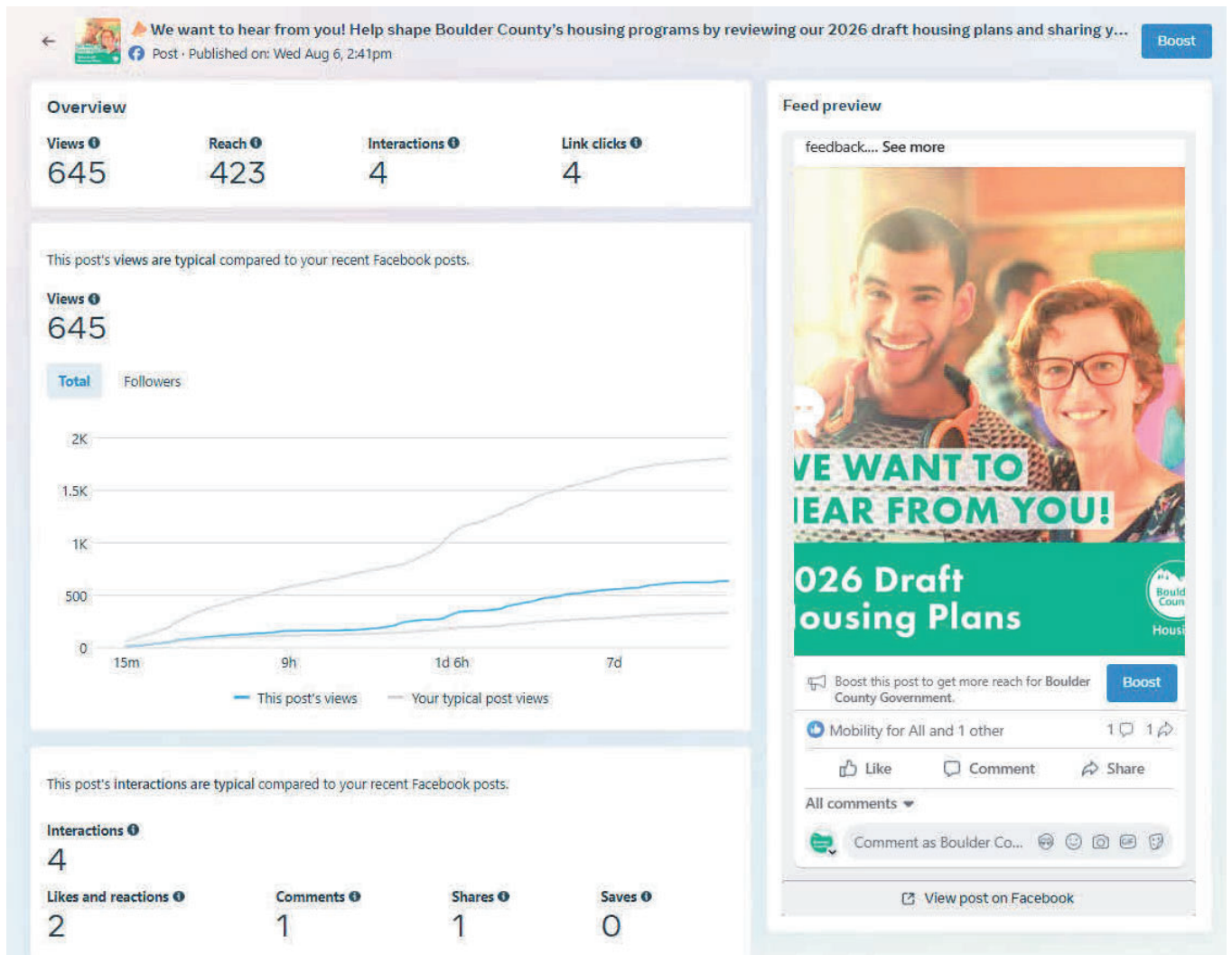
Attachment F – Homeownership Program

In 2003 Boulder County Housing Authority amended the Housing Choice Voucher Administrative plan to allow for the special housing type Homeownership. The pilot program ran from 2003-2004 and voucher households that qualified as elderly/disabled were allowed to participate in the program. At the conclusion of 2004 the program was discontinued. As of 2023 BCHA continues to have three households remaining from that initial program.

**Attachment I –
Legal Ads & Social Media Outreach Efforts
Boulder County Facebook posted on 9/2/25.
Analytics as of 9/3/25 at 10:35 a.m.**



**Boulder County Facebook posted on 8/6/25.
Analytics as of 9/3/25 at 10:35 a.m.**



[Instagram post on 8/6/25](#)

Analytics as of 9/3/25 at 10:35 a.m.

Boost

Overview

Views ⓘ

432

Reach ⓘ

194

Interactions ⓘ

2

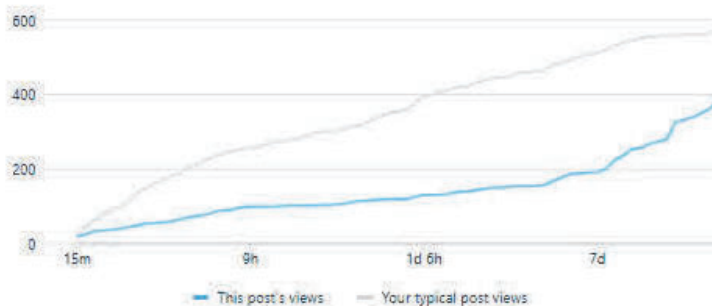
This post's views are typical compared to your recent Instagram posts.

Views ⓘ

432

Total

Followers



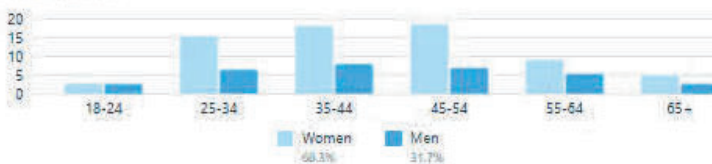
This post's reach is typical compared to your recent Instagram posts.

Reach ⓘ

194

Audience

Age & gender ⓘ



This post received less interactions compared to your recent Instagram posts.

Interactions ⓘ

2

Likes and reactions ⓘ

2

Comments ⓘ

0

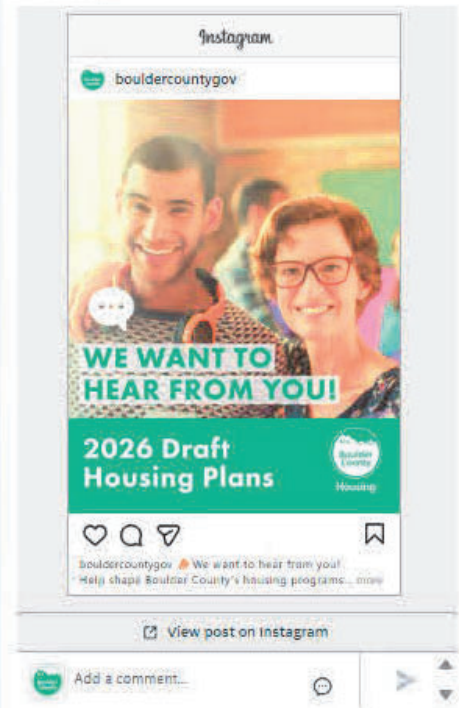
Shares ⓘ

0

Saves ⓘ

0

Feed preview



Wednesday, Aug 6

[Boulder County Facebook \(in English\)](#)

[Boulder County Instagram \(in English\)](#)

[Human Services Spanish Facebook \(in Spanish\)](#)

Tuesday, Sept 2

[Boulder County Facebook \(in English\)](#)

[Human Services Spanish Facebook \(in Spanish\)](#)

Here are the screenshots from Aug 6 posts:

Boco Instagram



Boco Facebook

**Boulder County Government**
Published by Aimee Bruhn · 20h · 🌐

👉 We want to hear from you!
Help shape Boulder County's housing programs by reviewing our 2026 draft housing plans and sharing your feedback.... See more



**WE WANT TO
HEAR FROM YOU!**

**2026 Draft
Housing Plans**



[See insights and ads](#)[Boost post](#)

1 comment

 Like

 Comment

 Send

 Share

HS Spanish Facebook



Servicios Humanos del Condado de Boulder

Published by Aimee Bruhn · 20 hours ago ·

...

¡Queremos escuchar su opinión!

Ayúdenos a mejorar los programas de vivienda del Condado de Boulder revisando nuestros planes preliminares para 2026 y compartiendo sus... See more



Plan preliminar de
vivienda para 2026



See insights and ads

Boost post

1 share

Like

Comment

Share



Comment as Servicios Humanos del Condado de Boulder



**NOTICE OF THE PUBLIC COMMENT PERIOD AND PUBLIC HEARING
Boulder County Housing Authority Administrative Plan Updates**

The Boulder County Housing Authority (BCHA) is seeking public comment on the agency's updated Housing Choice Voucher Administrative Plan. The Department of Housing and Urban Development (HUD) requires Public Housing Agencies to establish policies for carrying out the Housing Choice Voucher programs in a manner consistent with the HUD requirements and regulations (Code of Federal Regulations). The enclosed changes/revisions to the BCHA Administrative Policy are in compliance with the current HUD regulations and requirements and are to be effective September 9, 2025.

This plan will be available for public review and comment from Friday July 25, 2025, until Tuesday, September 9, 2025 in the lobby at 515 Coffman Street in Longmont CO 80504. BCHA's website at www.bcco.org/housing

The public comment period will conclude with a public hearing scheduled on Tuesday, September 9, 2025, from 1:00 PM to 1:30 PM. For more information about Commissioners' public meetings or to review upcoming meetings and past agendas visit <https://bcco.org/Meeting-Portal>. County Commissioners' public hearings and meetings are offered in a hybrid format where attendees can join virtually through Zoom or in-person in the Commissioners' Hearing Room, Downtown Boulder County Courthouse, 3rd Floor, 1325 Pearl Street, Boulder. To sign up for notices of meetings, agendas and to receive a link to view the Commissioners' meeting go to <https://bcco.org/BOCC-Notifications>.

To submit written comments and feedback please contact Kelly Keefe, Housing Choice Voucher Program Manager, at kkeefe@bouldercounty.gov, via fax at 720-564-2283, or by mail to: Boulder County Housing Authority, ATTN: Kelly, 515 Coffman Street, Longmont CO 80501. Comments must be received by 4:30pm on September 9, 2025. Please call 303-441-4944 with questions.

If you are a person with a disability who requires assistance to fully participate in this review process, please call 303-441-3929 press option 1 for English and option 0 to leave a message for the receptionist or email housing@bouldercounty.org or Colorado Relay at 1-800-659-2656.

Boulder County, in accordance with the Fair Housing Act, prohibits discrimination on the basis of race, color, age, religion sex, sexual orientation, disability, familial status or national origin.

Published: Daily Camera July 25, 2025 - 2125905

Prairie Mountain Media, LLC

PUBLISHER'S AFFIDAVIT

**County of Boulder
State of Colorado**

The undersigned, Agent, being first duly sworn under oath, states and affirms as follows:

1. He/she is the legal Advertising Reviewer of Prairie Mountain Media LLC, publisher of the *Daily Camera*.
2. The *Daily Camera* is a newspaper of general circulation that has been published continuously and without interruption for at least fifty-two weeks in Boulder County and meets the legal requisites for a legal newspaper under Colo. Rev. Stat. 24-70-103.
3. The notice that is attached hereto is a true copy, published in the *Daily Camera* in Boulder County on the following date(s):

Jul 25, 2025


Signature

Subscribed and sworn to me before me this

25th day of July, 2025


Notary Public

(SEAL)

**SHAYLA NAJERA
NOTARY PUBLIC
STATE OF COLORADO
NOTARY ID 20174031965
MY COMMISSION EXPIRES July 31, 2025**

Account: 1063825
Ad Number: 2125905
Fee: \$70.40

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Boulder County Housing Authority Administrative Plan Updates

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Published: Longmont Times-Call July 25, 2025 - 2125905

Prairie Mountain Media, LLC

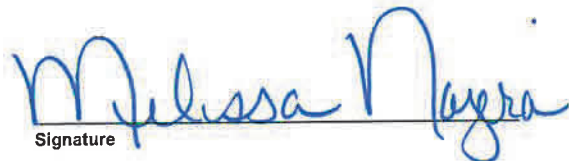
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State of Colorado

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STATE OF COLORADO
NOTARY ID 20174031965
MY COMMISSION EXPIRES July 31, 2025

Account: 1063825
Ad Number: 2125906
Fee: \$46.40

**NOTICE OF THE PUBLIC COMMENT PERIOD AND PUBLIC HEARING
Boulder County Housing Authority PHA Plan**

The Boulder County Housing Authority (BCHA) is seeking public comment on the agency's draft 2026 Annual Public Housing Agency (PHA) Plan. This plan is required by the U.S. Department of Housing and Urban Development (HUD) for all housing authorities that receive program funding.

This plan will be available for public review and comment from Friday July 25, 2025, until Tuesday, September 9, 2025 in the lobby at 515 Coffman Street in Longmont CO 80504. BCHA's website at www.boco.org/housing

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To request a paper copy of the plan to be mailed to you, or to submit written comments and feedback please contact Kelly Keefe, Housing Choice Voucher Program Manager, at kkeefe@bouldercounty.gov, via fax at 720-564-2283, or by mail to: Boulder County Housing Authority, ATTN: Kelly, 515 Coffman Street, Longmont CO 80501. Comments must be received by 4:30pm on September 9, 2025. Please call 303-441-4944 with questions.

If you are a person with a disability who requires assistance to fully participate in this review process, please call 303-441-3929 press option 1 for English and option 0 to leave a message for the receptionist or email housing@bouldercounty.org or Colorado Relay at 1-800-659-2656.

Boulder County, in accordance with the Fair Housing Act, prohibits discrimination on the basis of race, color, age, religion sex, sexual orientation, disability, familial status or national origin.

Published: Boulder Daily Camera July 23, 2025-2125520

Prairie Mountain Media, LLC

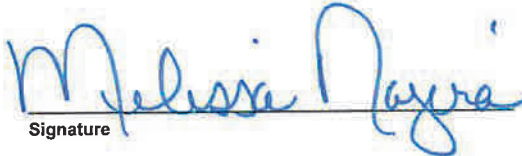
PUBLISHER'S AFFIDAVIT

**County of Boulder
State of Colorado**

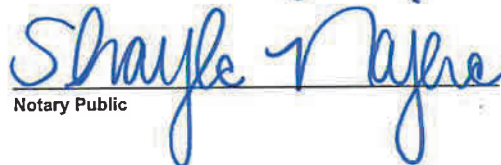
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Jul 23, 2025


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23rd day of July, 2025


Notary Public

(SEAL)

**SHAYLA NAJERA
NOTARY PUBLIC
STATE OF COLORADO
NOTARY ID 20174031965
MY COMMISSION EXPIRES July 31, 2025**

Account: 1063825
Ad Number: 2125520
Fee: \$66.00

**NOTICE OF THE PUBLIC COMMENT PERIOD AND PUBLIC HEARING
Boulder County Housing Authority MTW Supplement**

The Boulder County Housing Authority (BCHA) is seeking public comment on the agency's draft 2026 Moving to Work (MTW) Supplement. This supplement is required by the U.S. Department of Housing and Urban Development (HUD) for all MTW designated housing authorities that receive program funding.

This supplement will be available for public review and comment from Friday July 25, 2025, until Tuesday, September 9, 2025 in the lobby at 515 Coffman Street in Longmont CO 80504. BCHA's website at <https://boco.org/housing>

The public comment period will conclude with a public hearing scheduled on Tuesday, September 9, 2025, from 1:30 PM to 2:00 PM. For more information about Commissioners public meetings or to review upcoming meetings and past agendas visit <https://boco.org/Meeting-Portal>. County Commissioners' public hearings and meetings are offered in a hybrid format where attendees can join virtually through Zoom or in-person in the Commissioners' Hearing Room, Downtown Boulder County Courthouse, 3rd Floor, 1325 Pearl Street, Boulder. To sign up for notices of meetings, agendas and to receive a link to view the Commissioners' meeting go to <https://boco.org/BOCC-Notifications>.

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Published: Boulder Daily Camera July 23, 2025-2125523

Prairie Mountain Media, LLC

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NOTARY ID 20174031965
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Account: 1063825
Ad Number: 2125523
Fee: \$66.00

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To request a paper copy of the plan to be mailed to you, or to submit written comments and feedback please contact Kelly Keefe, Housing Choice Voucher Program Manager, at kkeefe@bouldercounty.gov, via fax at 720-564-2283, or by mail to: Boulder County Housing Authority, ATTN: Kelly, 515 Coffman Street, Longmont CO 80501. Comments must be received by 4:30pm on September 9, 2025. Please call 303-441-4944 with questions.

If you are a person with a disability who requires assistance to fully participate in this review process, please call 303-441-3929 press option 1 for English and option 0 to leave a message for the receptionist or email housing@bouldercounty.org or Colorado Relay at 1-800-659-2656.

Boulder County, in accordance with the Fair Housing Act, prohibits discrimination on the basis of race, color, age, religion sex, sexual orientation, disability, familial status or national origin.

Published: Longmont Times Call July 23, 2025-2125521

Prairie Mountain Media, LLC

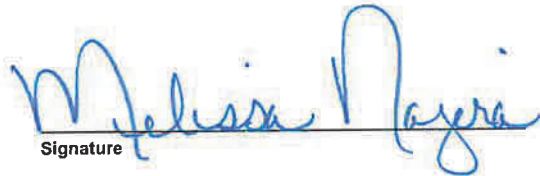
PUBLISHER'S AFFIDAVIT

**County of Boulder
State of Colorado**

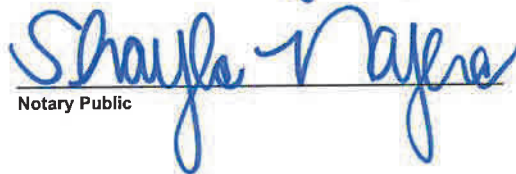
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2. The **Longmont Times Call** is a newspaper of general circulation that has been published continuously and without interruption for at least fifty-two weeks in Boulder County and meets the legal requisites for a legal newspaper under Colo. Rev. Stat. 24-70-103.
3. The notice that is attached hereto is a true copy, published in the **Longmont Times Call** in Boulder County on the following date(s):

Jul 23, 2025


Signature

Subscribed and sworn to me before me this
23rd day of July, 2025


Notary Public

(SEAL)

**SHAYLA NAJERA
NOTARY PUBLIC
STATE OF COLORADO
NOTARY ID 20174031965
MY COMMISSION EXPIRES July 31, 2025**

Account: 1063825
Ad Number: 2125521
Fee: \$43.50

**NOTICE OF THE PUBLIC COMMENT PERIOD AND PUBLIC HEARING
Boulder County Housing Authority MTW Supplement**

The Boulder County Housing Authority (BCHA) is seeking public comment on the agency's draft 2026 Moving to Work (MTW) Supplement. This supplement is required by the U.S. Department of Housing and Urban Development (HUD) for all MTW designated housing authorities that receive program funding.

This supplement will be available for public review and comment from Friday July 25, 2025, until Tuesday, September 9, 2025 in the lobby at 515 Coffman Street in Longmont CO 80504, BCHA's website at <https://boco.org/housing>

The public comment period will conclude with a public hearing scheduled on Tuesday, September 9, 2025, from 1:30 PM to 2:00 PM. For more information about Commissioners public meetings or to review upcoming meetings and past agendas visit <https://boco.org/Meeting-Portal>. County Commissioners' public hearings and meetings are offered in a hybrid format where attendees can join virtually through Zoom or in-person in the Commissioners' Hearing Room, Downtown Boulder County Courthouse, 3rd Floor, 1325 Pearl Street, Boulder. To sign up for notices of meetings, agendas and to receive a link to view the Commissioners' meeting go to <https://boco.org/BOCC-Notifications>.

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If you are a person with a disability who requires assistance to fully participate in this review process, please call 303-441-3929 press option 1 for English and option 0 to leave a message for the receptionist or email housing@bouldercounty.org or Colorado Relay at 1-800-659-2656.

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Published: Longmont Times Call July 23, 2025-2125522

Prairie Mountain Media, LLC

PUBLISHER'S AFFIDAVIT

**County of Boulder
State of Colorado**

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Jul 23, 2025


Signature

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23rd day of July, 2025.


Notary Public

(SEAL)

**SHAYLA NAJERA
NOTARY PUBLIC
STATE OF COLORADO
NOTARY ID 20174031965
MY COMMISSION EXPIRES July 31, 2025**

Account: 1063825
Ad Number: 2125522
Fee: \$43.50

ADVERTISEMENT/LEGAL SECTION

The Boulder County Housing Authority (BCHA) hereby gives notice of the opening of the Section 8 Project Based Voucher two (2) bedroom and three (3) bedroom waitlist for available units located in Lafayette approved by HUD for the Project Based Voucher Program. The list will open beginning July 22nd, 2025, at 8:00am and close July 23rd, 2025, at 4:30pm. This list gives preference to applicants already approved for the Family Self-Sufficiency Program. For more information on that program, please visit www.boco.org/FSS.

Applications will be available online only during the allotted time using the following link www.waitlistcheck.com. If you need to request a reasonable accommodation in order to participate fully in the application process, please call (720) 827.3133 two days prior to the application opening. For those with a hearing impairment, our TDD number is 7-1-1.

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SECCIÓN DE PUBLICIDAD/LEGALES

La Autoridad de Vivienda del Condado de Boulder (BCHA) notifica por la presente la apertura de la lista de espera para cupones de vivienda basados en el proyecto de dos (2) dormitorios y tres (3) dormitorios para unidades disponibles ubicadas en Lafayette, aprobadas por HUD para el Programa de Cupones Basados en el Proyecto. La lista se abrirá a partir del 22 de julio de 2025 a las 8:00 a.m. y cerrará el 23 de julio de 2025 a las 4:30 p.m. Esta lista da preferencia a los solicitantes ya aprobados para el Programa de Autosuficiencia Familiar. Para más información sobre ese programa, por favor visite www.boco.org/FSS. Las solicitudes estarán disponibles en línea solo durante el tiempo asignado utilizando el siguiente enlace www.waitlistcheck.com. Si necesita solicitar un ajuste razonable para poder participar completamente en el proceso de solicitud, llame al (720) 827-3133 dos días antes de la apertura de las solicitudes. Para aquellos con discapacidad auditiva, nuestro número TDD es 7-1-1. El condado de Boulder, de acuerdo con la Ley de Vivienda Justa, prohíbe la discriminación por motivos de raza, color, edad, religión, sexo, orientación sexual, discapacidad, estado familiar u origen nacional.

Published: Longmont Times Call July 19, 20, 2025-2124819

Prairie Mountain Media, LLC

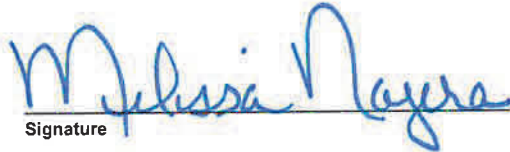
PUBLISHER'S AFFIDAVIT

County of Boulder
State of Colorado

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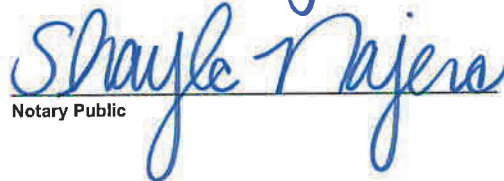
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Jul 19, 20, 2025


Signature

Subscribed and sworn to me before me this

21st day of July, 2025.


Notary Public

(SEAL)

SHAYLA NAJERA
NOTARY PUBLIC
STATE OF COLORADO
NOTARY ID 20174031965
MY COMMISSION EXPIRES July 31, 2025

Account: 1063825
Ad Number: 2124819
Fee: \$78.50

ADVERTISEMENT/LEGAL SECTION

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SECCIÓN DE PUBLICIDAD/LEGAL

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Published: Longmont Times Call July 19, 20, 2025-2124823

Prairie Mountain Media, LLC

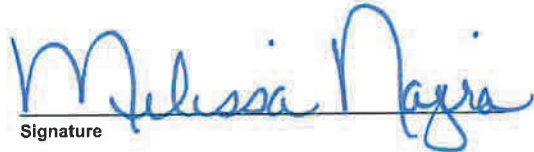
PUBLISHER'S AFFIDAVIT

County of Boulder
State of Colorado

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Jul 19, 20, 2025


Signature

Subscribed and sworn to me before me this
21st day of July, 2025.


Notary Public

(SEAL)

SHAYLA NAJERA
NOTARY PUBLIC
STATE OF COLORADO
NOTARY ID 20174031965
MY COMMISSION EXPIRES July 31, 2025

Account: 1063825
Ad Number: 2124823
Fee: \$71.50

ADVERTISEMENT/LEGAL SECTION

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Published: Boulder Daily Camera July 19, 20, 2025-2124816

Prairie Mountain Media, LLC

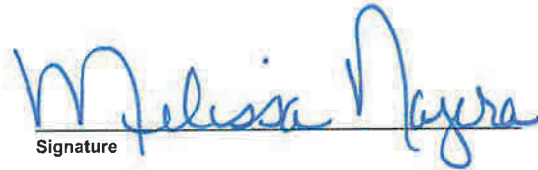
PUBLISHER'S AFFIDAVIT

County of Boulder
State of Colorado

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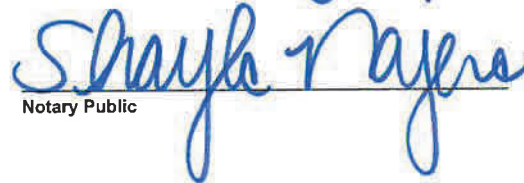
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Signature

Subscribed and sworn to me before me this

21st day of July, 2025


Notary Public

(SEAL)

SHAYLA NAJERA
NOTARY PUBLIC
STATE OF COLORADO
NOTARY ID 20174031965
MY COMMISSION EXPIRES July 31, 2025

Account: 1063825
Ad Number: 2124816
Fee: \$138.16

ADVERTISEMENT/LEGAL SECTION

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SECCIÓN DE PUBLICIDAD/LEGAL

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Published: Boulder Daily Camera July 19, 20, 2025-2124822

Prairie Mountain Media, LLC

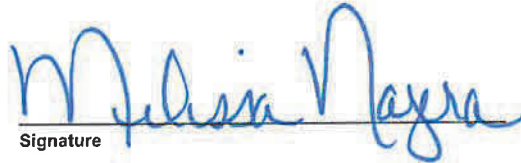
PUBLISHER'S AFFIDAVIT

County of Boulder
State of Colorado

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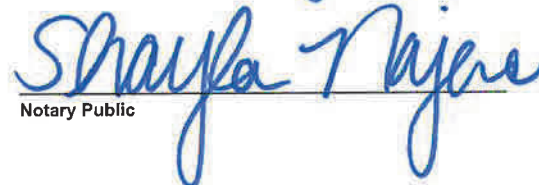
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NOTARY PUBLIC
STATE OF COLORADO
NOTARY ID 20174031965
MY COMMISSION EXPIRES July 31, 2025

Account: 1063825
Ad Number: 2124822
Fee: \$125.84

No examples

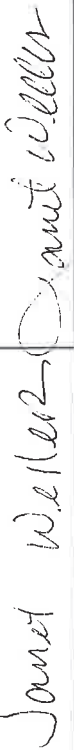
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BCHA Annual Plan, MTW Supplement and BCHA Administrative Plan Changes – Resident Meeting
Wednesday September 3, 2025 9:00-10:00AM
Josephine Commons - Lafayette

Print Name	Signature	BCHA Voucher Holder/Tenant or Both	Would you like to be part of an MTW advisory committee?	If you answered yes please provide your email or phone number
Rigoberto Subate	Rigoberto Subate			843-290-3377
Barbara Beck	Barbara Beck			303-359-8562
PATRICIA PETERSON	Patricia Peterson			303-596-8124
Lisa Ciandro Rupe	Lisa Ciandro Rupe	both	?	720-837-8652
KATHLEEN JOHNSTON	Kathleen Johnston	"	?	303-926-5453
MARY KAY SPOOR	Mary Kay Spoor	"		303-926-5453
RICHARD C SPOOR	Richard C. Spoor	"		720-234-3890
SALLY A. NEWPORT	Sally A. Newport		?	303-263-8389
RON REIGHARD	Ron Reighard	"	?	
Trudi.				

[illegible]

BCHA Annual Plan, MTW Supplement and BCHA Administrative Plan Changes – Resident Meeting
Wednesday September 3, 2025 5:00-6:00PM
Willoughby Corner Community Room

Print Name	Signature	BCHA Voucher Holder/Tenant or Both	Would you like to be part of an MTW advisory committee?	If you answered yes please provide your email or phone number
ALANA BEAULIEUX		NO	NO	
Samantha Frazier		NO	NO	
Janet Weller		yes	no	
Mary Brown		NO	no	
Linda Farrell		NO	?	
Michael Burkley		yes	?	michaelburkley059@gmail.com

Resident Advisory Board Meeting Minutes

Meeting held at Spoke on Coffman- 518 Coffman Street, Longmont, CO 80503

August 27, 2025 5:00pm-6:00pm

See sign in sheet for attendees

0 individuals attended

Staff present: Kelly Keefe & Amanda Guthrie

Meeting was adjourned at 5:20 PM due to no attendance.

Gift cards issued to: N/A

Resident Advisory Board Meeting Minutes

Meeting held at Josephine Commons – 455 Burlington Avenue

September 3, 2025 9:00am-10:00am

See sign in sheet for attendees

10 attended

Staff present: Kelly Keefe, Amanda Guthrie, Tanya Wardal

Purpose:

Review BCHA's proposed MTW plan with HUD, to receive comments and questions the program, and BCHA's 5 year annual plan.

Provided overview of the meeting, which will include a review/discussion of: BCHA's HUD Annual Plan & MTW Supplement, and changes to Admin Plan.

Provided overview of 3 MTW goals.

Provided overview of proposed MTW activities.

Medical deduction

Consistent utility allowance

PBV flexibility

Discussed NSPIRE inspection standards, and take inspections in house to save costs

Provided overview annual plan goals:

- Training for staff- Reasonable accommodation, fair housing, regulatory changes
- Outreach at events
- Support resources- Housing Helpline
- Language line, access, translation of documents, use plain language and expanding translation services
- Maintaining our properties – regular inspections, racial equity, rapid response to resident concerns

- Sustainability efforts- transitioning landscaping equipment, installing solar, installing more charging stations, property upgrades.
- Expanding homeownership opportunities
- Exploring alternative housing types to reduce construction

Provided overview of changes to Admin plan:

- HOTMA review
- Earned income disregard- sunseting
- How to calculate alimony and child support
- Repayment calculations and options
- EHV overview/sunset or program, ability to absorb households into program

Gift card drawing were provided to those who participated in the meeting – Rigoberto, Trudi & Ron

Follow up:

- Spoke to Barbara about her possibly obtaining a voucher with BHP. Kelly provided an update on what information she had available to her

Resident Advisory Board Meeting Minutes

Meeting held at Kestrel – 1130 S. Kestrel Lane, Louisville, CO 80027

September 3, 2025 11:30am-12:30pm

See sign in sheet for attendees

4 attended

Staff present: Kelly Keefe & Amanda Guthrie, Patty Villalobos, Mary Bauhm, Andee Land

Purpose:

Review BCHA's proposed MTW plan with HUD, to receive comments and questions the program, and BCHA's 5 year annual plan.

Provided overview of the meeting, which will include a review/discussion of: BCHA's HUD Annual Plan & MTW Supplement, and changes to Admin Plan.

Provided overview of 3 MTW goals.

Provided overview of proposed MTW activities.

Medical deduction

Consistent utility allowance

PBV flexibility

Discussed NSPIRE inspection standards, and take inspections in house to save costs

Provided overview annual plan goals:

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- Outreach at events
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- Language line, access, translation of documents, use plain language and expanding translation services
- Maintaining our properties – regular inspections, racial equity, rapid response to resident concerns

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Provided overview of changes to Admin plan:

- HOTMA review
- Earned income disregard- sunseting
- How to calculate alimony and child support
- Repayment calculations and options
- EHV overview/sunset or program, ability to absorb households into program

Resident questions:

- What do you see happening with the HUD Budget?
- Is Trump authorizing removal of households with less than 30 days notice?
- Is HUD going to share our personal information with the government?
- What should we do if ICE comes to our property?
- Should we give up SNAP benefits to avoid reduction in SS benefits?

Gift card drawing was completed and Margaret and Leah received gift cards for attending.

Follow up:

- Provide Miriam with her voucher type- completed.
- Follow up Margaret- personal finance referral to explore home ownership purchase

Resident Advisory Board Meeting Minutes

Meeting held at Willoughby Corner – 933 Canterbury Drive

September 3, 2025 5:00pm-6:00 pm

See sign in sheet for attendees

3 attended

Staff present: Kelly Keefe, Amanda Guthrie, Meury Brown, Samantha Frazee & Alaina Beaurliner

Purpose:

Review BCHA's proposed MTW plan with HUD, to receive comments and questions the program, and BCHA's 5 year annual plan.

Provided overview of the meeting, which will include a review/discussion of: BCHA's HUD Annual Plan & MTW Supplement, and changes to Admin Plan.

Provided overview annual plan goals:

- Expand assisted housing- BCHA is applying for new VASH vouchers if VA will provide a letter of support
- Training for staff- Reasonable accommodation, fair housing, regulatory changes, training on new regulations
- Outreach at events and expanding partnerships
- Support resources- Housing Helpline
- Language line, access, translation of documents, use plain language and expanding translation services
- Maintaining our properties – regular inspections, racial equity, rapid response to resident concerns
- Sustainability efforts- transitioning landscaping equipment, installing solar, installing more charging stations, property upgrades.
- Expanding homeownership opportunities

- Exploring alternative housing types to reduce construction

Provided overview of 3 MTW goals.

Provided overview of proposed MTW activities.

Medical deduction

Consistent utility allowance

PBV flexibility

Discussed NSPIRE inspection standards, and take inspections in house to save costs

Provided overview of changes to Admin plan:

- HOTMA review
- Earned income disregard- sunseting
- How to calculate alimony and child support
- Repayment calculations and options
- EHV overview/sunset or program, ability to absorb households into program

Gift cards were provided to those who participated in the meeting – Michael, Janet Weller & Linda Farrell

Follow up:

- Provided Michael with contact info for BCHA leasing line to explore BCHA vacancies



Meeting of the Boulder County Board of County Commissioners

September 9, 2025, 9:30 a.m.

September 9, 2025, 1:00 p.m.

Third Floor Hearing Room

County Court House

1325 Pearl Street, Boulder

Members Present: **Commissioner Ashley Stolzmann**
 Commissioner Marta Loachamin
 Commissioner Claire Levy

Artificial intelligence (AI) captions are provided during this video recording as an assistive aid, not as a legal transcript.

1. Call to Order

The Board of County Commissioners of Boulder County met in Regular Meeting in full conformity with the law and resolution of said Board at the regular place of hybrid meetings, 1325 Pearl Street, Boulder and on Zoom Webinar, on September 9, 2025.

The meeting was called to order at approximately 9:31 a.m. by Chair Marta Loachamin.

2. 9:30 a.m. Business Meeting and Public Hearing on Parks and Open Space Real Estate Matters

3. Business Meeting

4. Housing Authority Consent Items

The Board of County Commissioners sat as the Boulder County Housing Authority for Item No. 4.

Moved by Commissioner Levy

Seconded by Commissioner Stolzmann

to approve the Housing Authority Consent Agenda as a whole.

Carried Unanimously

4.a RFP-188-25 Civil Engineering for Phase 2 and 3 of Willoughby Corner

The evaluation committee recommends awarding RFP-188-25 Civil Engineering for Phase 2 and 3 of Willoughby Corner to Craft Civil Design LLC, based on the evaluation criteria presented in the RFP.

- **Staff Contact(s):** Michelle Alexander, Housing

5. Board of Equalization Consent Items

The Board of County Commissioners sat as the Boulder County Board of Equalization to consider Item No. 5 and then reconvened as the Board of County Commissioners.

Moved by Commissioner Levy

Seconded by Commissioner Stolzmann

Carried Unanimously

5.a County Administrator's Office - Senior Homestead Property Tax Exemption Appeal 2025

One (1) Senior Homestead Property Tax Exemption appeal was heard by a hearing officer on August 27, 2025, who provided a recommendation of denial for the Board of Equalization.

- **Staff Contact(s):** Julie Brow, County Administrator's Office

6. Commissioners' Consent Items

Moved by Commissioner Levy

Seconded by Commissioner Stolzmann

to approve the Commissioners' Consent Agenda as a whole.

Carried Unanimously

6.a County Attorney's Office - Colorado G8 Opioid Settlements Payment Estimates

This is a proposed opioid settlement with eight defendants: Alvogen, Inc.; Amneal Pharmaceuticals, Inc.; Apotex Inc.; Hikma Pharmaceuticals USA Inc.; Indivior Inc.; Mylan Pharmaceuticals Inc.; Sun Pharmaceutical Industries, Inc.; and Zydus Pharmaceuticals (USA), Inc. (collectively, the “G8 Settlements”). These are settlements for opioid remediation that, taken together, have a gross value of around \$720 million over several years. The settlements generally follow the form of the County’s prior opioid settlements.

- **Staff Contact(s):** David Hughes, County Attorney's Office

6.b Community Services - Contract Amendment with CoreCivic to Extend Services until Joe Pelle Center Opening

To provide adult residential and non-residential community corrections services as well as work release services at the Longmont Community Treatment Center (LCTC) halfway house facility for Boulder County. CoreCivic will continue to provide these services until Joe Pelle Center is open.

- **Staff Contact(s):** Monika Neal, Community Services; Amy Beckman, Community Services

6.c Community Services - Contract with Clinica and City/County of Broomfield for passthrough of Colorado Opioid Abatement Council Infrastructure Grant Award

Clinica is a subawardee of the Colorado Opioid Abatement Council (COAC) infrastructure grant that the County was awarded. Clinica will be remodeling one of their buildings to build out a substance abuse treatment center offering a full range of services across the continuum of care.

- **Staff Contact(s):** Kelly Veit, Community Services

6.d Community Services - Intervention Contract Amendment for Halfway Housing

To provide adult residential and non-residential community corrections services as well as work release services at the Boulder Community Treatment Center (BCTC) halfway house facility for Boulder County. Intervention will continue to provide this service in the interim until the Joe Pelle Center/Alternative Sentencing Facility is ready to open. \$568,743.85 being added at this time for the remaining period of the contract.

- **Staff Contact(s):** Monika Neal, Community Services; Amy Beckman, Community Services

6.e Housing - DOLA Disaster Resilience Rebuilding Program Grant Application

Boulder County has submitted an initial application for a DOLA Disaster Resilience Rebuilding Program Grant, requesting \$250,000 as a one-time funding to replace a disaster-damaged mobile home unit in the Sans Souci Mobile Home Park. The project aims to restore safe, code-compliant housing and includes demolition, site preparation, and installation of a new manufactured home. The estimated timeline for the project is from October 1, 2025, to June 30, 2026. This initiative seeks to promote resilience in a high-risk area affected by the 2021 Marshall Fire.

- **Staff Contact(s):** Christina Kidd, Housing; Michelle Stinnett, County Administrator's Office

6.f Human Services - Core Services Plan II

This is the full Core Services Annual Plan for Boulder County Human Services, which includes the Core Services Plan II. The Core Services Plan is a comprehensive approach to child welfare services that aims to strengthen families and prevent out-of-home placements. The plan includes the implementation of various services designed to assist in meeting the needs of families and children in the community, with central goals of supporting and promoting permanence and stability.

- **Staff Contact(s):** Sara Boylan, Human Services

6.g Parks and Open Space - Amendment No. 2 for RFP# 102-24; Prairie Run Open Space Design / Engineering Project

Amendment No. 2 for RFP# 102-24; Prairie Run Open Space Design / Engineering Project involves additional funding and work for ICON Engineering Inc. under contract number OFS# 303980-3. The amendment includes a Limited Soil and Soil Vapor Assessment of a plugged and abandoned well, with activities like drilling, soil borings, vapor point installations, and monitoring, concluding in a written report. This amends the existing contract to a total value of \$1,452,630.00, with \$4,360.00 allocated for the additional work. The term extends to 12/31/2027, funded by the General Fund (Boulder). Spend Type is categorized as One-Time.

- **Staff Contact(s):** Prashant KC, Parks and Open Space

7. Confirmation of Executive Session Topics

Confirming Executive Session topics noticed at the September 2nd, 2025, Regular Meeting were discussed as scheduled.

Item No. 7 was noted for the record.

Presenter: Natalie Springett, Commissioners' Office

Items No. 6.a and 6.b noticed at the Business Meeting on Tuesday, September 2, were discussed as scheduled.

Item No. 6.c was not discussed.

8. Authorization for Executive Session

Authorization for the Board of County Commissioners to go into Executive Session for Legal Advice on Wednesday, September 10th, 2025 at 1:00 p.m. with Ben Pearlman, County Attorney.

The topics to be discussed during the aforementioned Executive Session, pursuant to § 24-6-402(4)(b), C.R.S., are:

1. Zoning classifications for federal land

The topics to be discussed during the aforementioned Executive Session, pursuant to § 24-6-402(4)(e), C.R.S., are:

1. Collective bargaining agreement with the Boulder County Employees Union

The topics to be discussed during the aforementioned Executive Session, sitting as the Boulder County Housing Authority, pursuant to § 24-6-402(4)(a), C.R.S., are:

1. 504 Lafarge Ave. in Louisville; 900, 904 and 908 Avalon Ave. in Lafayette; 1816 and 1822 Cambridge Dr. in Longmont; 80 and 84 21st Ave. in Longmont; 1403 Emery St. in Longmont; and 455 N. Burlington Ave. in Lafayette

Moved by Commissioner Levy

Seconded by Commissioner Stolzmann

to discuss the Executive Session topics pursuant to § 24-6-402(4)(b), C.R.S. and § 24-6-402(4)(e), C.R.S.

Carried Unanimously

Moved by Commissioner Levy

Seconded by Commissioner Stolzmann

to discuss the Executive Session topics sitting as the Boulder County Housing Authority, pursuant to § 24-6-402(4)(a), C.R.S.

Carried Unanimously

9. Public Hearing on Parks and Open Space Real Estate Acquisitions

Parks and Open Space Department: Real estate acquisitions monthly meeting. Creekside: Boulder County proposes to acquire fee title to approximately 127 acres owned by Ron Readmond and Andi Blackwell for \$3,600,000. The property has an address of 1390 Old Saint Vrain Road, 1015 Old Saint Vrain Road and 0 Jade Way, located southwest of the Town of Lyons near the intersection of State Highway 7/South Saint Vrain Drive and Old Saint Vrain Road.

This public hearing was called to order at 9:36 a.m.

Staff Presenter(s):

Melissa Arnold, Parks and Open Space Department

Janis Whisman, Parks and Open Space Department

Public Speaker(s):

No one gave comment during the public hearing portion of this docket.

The commissioners' public hearing adjourned at 9:57 a.m.

Moved by Commissioner Levy

Seconded by Commissioner Stolzmann

Carried Unanimously

10. 1:00 p.m. Public Hearings on Boulder County Housing Authority Plans and Moving to Work Supplement to Annual Plan

Commissioner Claire Levy was excused from Item No. 10.

10.a Public Hearing on BCHA Annual Plan and Housing Choice Voucher Plan

Boulder County Housing Authority: The Boulder County Housing Authority (BCHA) will hold a public hearing to conclude the 45-day comment period on both the BCHA 2026 Annual Plan and Housing Choice Voucher (HCV) Administrative Plan changes, submitted to the U.S. Department of Housing and Urban Development (HUD). As a Public Housing Agency (PHA), BCHA is required to submit an annual plan to HUD 75 days before the start of its fiscal year (January 1). The Annual Plan is a comprehensive guide to BCHA policies, programs, operations, and strategies for meeting local housing needs and goals. The HCV Administrative Plan is a local document that outlines BCHA's policies

and procedures for administering the HCV program in accordance with HUD requirements, including applicant selection, waiting lists, payment standards, and staff responsibilities. It serves as a supporting document to the broader Annual Plan and is available for public review. BCHA must hold a public hearing each year to invite comments on any changes to goals, objectives, policies, or administrative plan procedures, and to consult with resident advisory boards. HUD considers this annual public hearing essential in determining whether changes are needed. All information relevant to the hearing and any agency determinations regarding changes to the Annual Plan or HCV Administrative Plan is available for public inspection at the principal office of the PHA during normal business hours.

This public hearing of the Boulder County Housing Authority (BCHA) Board was called to order at 1:04 p.m.

Presenter(s):

Kelly Keefe, Boulder County Housing Authority

Public Speaker(s):

No one from the public spoke during this public hearing.

This public hearing adjourned at 1:24 p.m.

Moved by Commissioner Stolzmann

Seconded by Commissioner Loachamin

to approve the Boulder County Housing Authority Annual Plan and the Housing Choice Voucher Plan as presented.

Carried

10.b Public Hearing on BCHA Moving to Work Supplement to Annual Plan

Boulder County Housing Authority: Moving to Work Supplement to the 2026 Annual Plan; Boulder County Housing Authority (BCHA): This hearing is the conclusion of the 45-day comment period for the public to make comments on Boulder County Housing Authority's 2026 Moving To Work (MTW) Supplement to the 2026 Annual Plan, for the Department of Housing and Urban Development (HUD). As a Public Housing Agency (PHA), BCHA is required to submit an annual plan to HUD every year 75 days before the start of our fiscal year which is considered January 1. The MTW Supplement to the Annual PHA Plan describes the reporting requirements for MTW Expansion PHAs and will be submitted once per year as part of the standard PHA Plan process. MTW Expansion PHAs will

indicate the MTW activities they intend to implement from the list of MTW Waivers provided in the MTW Operations Notice. Each PHA must annually hold a public hearing regarding any changes to the goals, objectives, and policies and invite public comment regarding such changes. The PHA must also consult with and consider the recommendations of the resident advisory board(s) at the public hearing. HUD considers the annual public hearing essential to PHAs in determining whether changes to goals, objectives, and policies are needed. BCHA has made all information relevant to the hearing and any determination by the agency regarding changes to the goals, objectives, and policies of the agency to be considered at the hearing, available for public inspection at the principal office of the PHA during normal business hours.

This public hearing of the Boulder County Housing Authority (BCHA) Board was called to order at 1:24 p.m.

Presenter(s):

Kelly Keefe, Boulder County Housing Authority

Public Speaker(s):

No one from the public spoke during this public hearing.

This public hearing adjourned at 1:42 p.m.

Moved by Commissioner Stolzmann

Seconded by Commissioner Loachamin

Carried

**Attachment G –
Self Sufficiency Programs and Treatment of Income Changes
Resulting from Welfare Program Requirements**

Boulder County Housing Authority has operated a Family Self-Sufficiency Plan since 1984 originally as part of the pilot program (Project Self-Sufficiency). The BCHA FSS program is a joint program with Boulder Housing Partners (BHP) which runs a Moving To Work (MTW) program. At the beginning of July 2025, the BCHA FSS program has 37 HCV and 38 PBV. The Joint BHP FSS program has 45 PBV.

The educational goals of FSS participants are set and attained through the combination of financial assistance, case management, referral and linkage to community agencies that help with Academic Advising, Career Counseling, and in some cases, internships. Once education has been attained, FSS support specialists facilitate job search and job preparedness, and refer to other agencies that assist in this process.

Participants receive personal support and tailored guidance through their work with the FSS support specialist. Support specialists assist in the creation of a holistic life plan that can lead participants to a more desirable lifestyle. Support specialists address family, health, personal, financial and educational challenges that are key areas to troubleshoot while on the path to goal achievement. Support specialists refer participants to parenting/financial classes and professional counseling services that can aid them in their process toward attaining self-sufficiency. Participants are encouraged to attend a variety of life skills classes: Financial Workshops, such as, Budgeting on a Small Income or Thoughtful Money Management or parenting classes. FSS participants are encouraged to become involved with a variety of support networks and actively participate in community groups or in other activities in which they have an interest, such as, P.E.R.L. (People Engaged in Raising Leaders) training, Single-Parenting Support Groups or the Thrive Program.

As defined in the FSS Contract of Participation and for the purposes of the BCHA FSS program, “Self- Sufficiency” is defined as: maintaining suitable employment (after the completion of a job training and/or academic program when applicable), being free of TANF, and moving toward the ultimate goal of being free of a housing subsidy. The Family Self-Sufficiency Program Action Plan governs and provide guidance to the operation of the program and can be found on our website at <https://boco.org/fss>.

Boulder County Housing Authority’s Administrative Plan for the housing choice voucher program details how income and assets are calculated and is in compliance with the regulations required under section 12(c) and (d) of the 1937 Act (42 U.S.C. 1437j(c) and (d)). For treatment of income changes in tenant-based assistance recipients resulting from welfare program requirements.

Attachment H – Significant Amendment and Substantial Deviation/Modification

SIGNIFICANT AMENDMENT AND SUBSTANTIAL DEVIATION/MODIFICATION

As described in 24 CFR 903.21, the PHA may amend, modify or change any policy, rule, regulation or other aspect of its Annual or Five-Year Plan after submitting the plan to HUD. It further describes that if the modification or change is considered a "significant amendment" or "substantial deviation/modification" as defined by the PHA, then the PHA must comply with a number of requirements similar to those required at initial development and submission of the PHA Plan.

Although HUD has afforded PHAs local discretion in defining the terms "significant amendment" and "substantial deviation, in the Final Rule for the PHA Plan, HUD indicated that these terms should be defined at the local level as part of the public participation in the PHA Plan process. The PHA must state the basic criteria for the definitions in its annual plan and must provide its definition of significant amendment and substantial deviation/modification in the appropriate section of the PHA Plan template or as an attachment to the PHA Plan.

Boulder County Housing Authority hereby defines "substantial deviation" and "significant amendment/modification" as any change in policy which significantly and substantially alters the Authority's stated mission and the persons the Authority serves.

This would include admissions preferences, demolition and/or disposition activities, and conversion programs. Discretionary or administrative amendments consistent with the Authority's stated overall mission and basic objectives will not be considered substantial deviations or significant modifications. If a significant amendment and/or substantial deviation/modification occur, the public process will include: consultation with the Resident Advisory Board, a public comment period, public notification of where and how the proposed change can be reviewed, and the approval by the Housing Authority Board.

al Plan & ntive Plan

1590 emails sent on Jul. 31

476 emails and 281 push applications through communications
1855 text messages

Social Media Posts occurred on Aug. 6 and Sept. 2

- Facebook
- Instagram

resident Feedback Meetings:

Wednesday, Aug. 27, from 5:00-6:00 p.m. at The Spoke Community Center, 1130 S Kestrel Lane in Louisville

Wednesday, Sept. 3, from 11:30-12:30 p.m. at the Kestrel Senior Center, 1130 S Kestrel Lane in Louisville

Wednesday, Sept. 3, from 5:00-6:00 p.m at the Willoughby Community Center, 1130 S Kestrel Lane in Lafayette

resident Advisory Board Meeting Held:

- Wednesday Sept 3 from 9:00-10:00 a.m at Josenphine Community Center, 1130 S Kestrel Lane in Lafayette

Questions & Discussion Items From Resident Meeting

Attendees and staff came to one of the four resident meetings and King Soopers were raffled off

What do you see happening with the HUD Budget?

Trump authorizing removal of households with less than 30 days

HUD going to share our personal information with the government

What should we do if ICE comes to our property?

Should we give up SNAP benefits to avoid reduction in SS benefits

Follow up:

Provide Miriam with her voucher type- completed.

Follow up Margaret- personal finance referral to explore home ownership

Provided Michael with contact info for BCHA leasing line to explore

Summary of Email Feedback Received:

Confused why XX was asked to review and comment; XX does not read well and is confused and asked if this information is really necessary.

Person wanted to review documents but could not access them online. Asked if the document is part of their recertification and whether it impacts receiving feedback on documents sent earlier in July.

Stated they were unsure what the documents were about and asked for clarification. Thanked BCCHA for clarification but said they may not be able to provide feedback even have a home.

Thanked BCCHA for the information but felt overwhelmed. Unsure what type of information "Everyone is nice."

Expressed appreciation for Boulder Housing. Stated the new changes look good and are important, and thanked staff.

Unsure about HUD BCCHA 2026 or MTW Supplement. Mentioned food sharing and applying for a housing voucher soon. Feels comfortable at Kestrel Senior Building and on the board.

Shared positive experiences with housing voucher—helped him provide stable housing, resources and caseworker. Noted challenges: rent above voucher limits, insurance, increasing voucher amounts or adjusting formulas. Expressed concern that the program is not flexible and reflective of changes in the community.

Most of the proposed changes are directly related to the Housing Opportunity Through Modernization Act (HOTM) project-Based Voucher (PBV) program and some changes to the Housing Quality Standards as well as major changes to income assets, and adjusted income are calculated, as well as interim recertifications are conducted.

CHA specific policy changes include:

The possibility to deny applicants who previously received Assurance Claims paid on their behalf

Absences due to foster care

Adding a local preference for Emergency Housing Voucher households to the Housing Choice Voucher

Adjusting subsidy standards in cases of insurance

CHA specific policy changes continued:

Adjusted definition of gender – to include all characteristics

Added requirement to provide evidence of substantial reasonable accommodation approval

Adjusted process for alimony and child support

Consent forms for minors turning 18

Add conflict of interest policy for fraternization clients

Adjusted repayment terms based on amount

Goal 1: Expand Assisted Housing

•Apply for new vouchers (FUP, VASH, FSS, mainstream)

•Expand Project-Based Vouchers

•Execute MTW initiatives with HUD

•Implement HOTMA & NSPIRE regs

Goal 2: Improve Operations & Communication

•Staff & Board training (customer service, Trauma-Informed Care, HUD/NAHRO)

•Upgrade website & resources

•Expand stakeholder engagement & social media presence

•Strengthen community partnerships & outreach efforts

Goal 3: Support Resident Stability & Self-Sufficiency

•Family Self-Sufficiency program (26 graduates in 2025, \$400K+ escrow)

•Workforce partnerships for job skills, financial

•Partner with

•Housing Help
eviction prevention

•Voucher Assistance
98 payments a

Goal 5: Enhance

•30+ partnerships
Tai Chi, emergency

•Case management

•Health & safety
lead hazard remediation

•5-Year Capital Plan

Goal 6: Advance

•Fair Housing

•Language Access
interpretation

•Partnerships for
transportation

•Build near school

Goal 7: Ensure Safe, Equitable Housing

Annual unit inspections & compliance checks
Staff training on Fair Housing & Racial Equity
Review policies for best practices, respond to
resident concerns

Goal 8: Expand Accessible & ADA Housing

Develop ADA-compliant units in new builds
Convert existing units per accommodation
requests

Section 504 compliance reviews

Website resources for accessibility requests

Goal 9: Reduce Carbon Emissions

Energy retrofits: solar, LED, insulation, heat
pumps

Green-certified new construction (Enterprise

Goal 10: Imp

- Pilot mini-sp
- Transition to equipment (1
- Add EV charg

Goal 11: Expanding Opportunities

- IGA with City services
- Personal Financial counseling (1
- Workforce Board education (25
- Explore new prefab/modul

Supplement

Key Goals:

- Increase housing stability for families and individuals.
- Provide flexibility to better address local housing needs.
- Test innovative strategies to improve program efficiency and participation.

Agency Overview

PHA: Boulder County Housing Authority (CO061)

Service Area: All of Boulder County except Boulder & Longmont city limits. No inter-agency agreement.

MTW Status: Selected in March 2024 as part of HUD's *Flexibility for State and Local Agencies*.

Mission: Provide and expand affordable housing and related services to eligible households.

Year One (2025) Focus

Planned small-scale, internal policy adjustments:

- Utility allowances, medical deductions, and project-based voucher adjustments.
- Staff workflow improvements.
- Resident needs survey.

Progress:

- PBV policy changes implemented.

026 Plan Changes:

Continue: PBV administrative flexibilities.

Implement: Streamlined utility allowance calculation (based on bedroom size).

Tenant Pays Partial Utilities	OBR	1BR	2BR	3BR
	\$89	\$104	\$131	\$161
Tenant Pays All Utilities	OBR	1BR	2BR	3BR
	\$230	\$247	\$293	\$342

Explore: Bringing inspections in-house for BCHA
saving measures with inspections and refining re

City MTW Waivers & Activities:

Tenant Rent Policies

- **Modified Percentage of Income:** 26% of adjusted annual income (elderly/disabled) to 2027.
- **Utility Allowances:** Flat allowance schedules (by bedroom size, not utility type) for one for when the household pays all utilities and one for when the household pays utilities and gas.

Rent Reasonableness

- BCHA will conduct rent reasonableness internally (without third-party) for BCHA-owned units.

Inspections

- Allow flexibility to conduct HQS/NSPIRE inspections in-house on BCHA-owned units. Participants will still be able to request interim inspections at any time.
- Goal: streamline process, reduce costs, maintain tenant rights to request interim inspections.

PBV Flexibilities

- **Increase PBV Cap:** Up to 50% of authorized vouchers can be project-based.
- **Increase PBV Project Cap:** Allow up to 100% of units in a project to be PBV.
- **Eliminate PBV Selection Process for PHA-owned units** (while still following standard selection process for PHA-owned units).
requirement requirements that PBVs will only be issued to properties that are not in a PHA's PHA initiative to improve, develop, or replace a public housing property or site as well as all decisions related to PHA owned units.
- **Limit Portability for PBV households:** Instead of tenant-based voucher eligibility, PHA will limit portability to project-based vouchers.

San Francisco Harbor Waivers

Previously approved waiver in 2025: next application expected in 2027

Questions & Discussion Items:

Review BCHA's proposed MTW plan with HUD, to receive comments and questions on the annual plan.

Provided overview of the meeting, which will include a review/discussion of the meeting agenda, Supplement, and changes to Admin Plan.

Provided overview of 3 MTW goals.

Provided overview of proposed MTW activities.

Medical deduction

Consistent utility allowance

PBV flexibility

Discussed NSPIRE inspection standards, and take inspections in house to save

Gift card drawing were provided to those who participated in the meeting

Public Comments:

8/22/25 Email Received:

Sorry to bother you. However Kay [REDACTED] is very confused why this was sent to her to review and give her input on these plans. Kay does not read well nor does she understand what this is for. I am her live-in caregiver. I am also confused why she was asked to comment on these plans. She just received an email invitation to download ReachWell App, which I put on my phone for her. Does she really need this information??? Please let us know if we need help understanding what this is for. Thank you.

8/26/25 BCHA Responded:

explaining the plans and opportunities for public review, comment and upcoming public meetings and final hearing as well as information about the ReachWell communication system.

8/22/25 Email Received:

I'd like to review these however I can't access them online , and I guess I gotta go to Coffman St. What are their hours of operation?

8/23/25 BCHA Responded:

Provided hours of building as well as asked if she would like a mailed copy and provided the dates and times of the upcoming resident meetings and public comment period.

8/7/25 Email Received:

Good morning I would like to know if this document is part of my recert and bears any weight on the outcome of my recert? I haven't received any feedback on my input and I'm very worried about that. Documentation was sent July 3 to Meury Brown and as of today's date no response.

If the information below is pertinent to a resolution of the recert please don't hesitate and just tell me please? Thank you.

8/26/25 BCHA Responded:

Provided plan information and forwarded to housing specialist assigned to case to discuss recertification documents.

7/31/25 Email Received:

Not shur what this is about, please inform me more.I'm confused

8/2/25 BCHA Responded:

Providing information about what the plans are and what we are asking for, along with information about the public meetings.

8/2/25 Follow up Email Received:

Thank you for the clarification. Burr I am not shur if im going to even have a home so feedback would not be available yet

8/26/25 BCHA – forwarded that email to assigned Housing Specialist to connect, found out voucher holder was approved for a new unit in Longmont and we are just pending the RFTA to schedule the inspection.

8/6/25 Email Received:

Thank you for this information. I read through some of it, but feel a bit overwhelmed. I'm uncertain what feedback you want?

8/26/25 BCHA Responded:

Provided information about the process and the resident meeting dates should participant wish to attend.

8/29/25 Email Received:

Every one is nice.

8/29/25 Email Received:

Hi Kelly, I appreciate being part of boulder housing. The new changes look great, a,equal opportunity for a place to live is really important and I am very grateful,and I'm sure all tenants are also. Thanks for everything! Jeff [REDACTED]

8/29/25 BCHA Responded:

Thank you for your reply Jeff I am glad you are happy with the changes and appreciate you taking the time to respond. Have a great weekend. Kelly

8/29/25 Feedback Form Received:

Don't know anything on HUD BCHA 2026. So I have no feedback on it. Don't really know much of this program, BCHA'S MT W Supplement. See Tenant's get foods. If that's what it is nice we have that. I see a lot of food in community kitchen refrigerator, & counter. Nice that

people have enough to share. Housing voucher's are once again coming up! Hope to apply & receive one soon! Been trying since I moved in; 2018. Thank you again for this opportunity. I really feel comfortable here @ Kestrel Senior Building. And I am not interested in joining a resident advisory board. – Annette [REDACTED]

8/29/2025 Feedback Form Received:

My housing voucher has helped me to provide stable housing my daughter and she's grown up. She's about to enter high school and we have moved into a new place in Lafayette from Longmont where we were living. I've been provided a lot of resources and assistance from Boulder County officials and I appreciate all the help that my voucher manager Has given me. She has done an excellent job and I appreciate everything she has helped me with. I earned my vouchers to the family self-sufficiency program and encourage people to participate in it so they too may help others get into stable housing. Although there are no perfect organizations or institutions, There have been times when housing availability it seems is problematic. there are mostly places now around here that will accept the voucher, but the property is priced over the voucher amount. I think the voucher amount should increase a little bit to help offset property cost that they are now or possibly help with utilities. I know that we do get a little bit for that off of some weird calculation and that's great. It helps a little bit at the end of the month. I have the gotten checks as low as \$16 and that really doesn't help me a whole lot and then their times that I didn't get a check but never got a issued recheck. Patricia is my caseworker and she's done an excellent job and I hope you cause she's the best deserves it. Not exactly sure what the supplement is and let's see utility portion if that's the case the weird calculation is need to be adjusted To the administrators of the voucher program iron this voucher as I said earlier to the family self sufficiency program and I'm proud of that because it was a five year program. And it helped me to keep my daughter in stable housing and we need to keep going on and we need funding to continue to help individuals such as myself. I am a single dad not a single mom, but I am just as important to this program as a single moms are and sometimes I feel like single dads are overlooked for a little bit more than single and I hope that as you Modify the program that you were able to look at demographics of individuals receiving vouchers and see what the sex make up that is and recognize that bothers the ones that are doing more of the work these days cause a lot of moms are in jail and then programs that handle addiction counseling. And so I think the change of demographics matters Because if you are serving a population and you have a generalization of that population and you're not able to serve that population effectively or efficiently because of the data being skewed or flawed because of the process issues that overlooked certain aspects of the equation I think that to overhaul the system is a great idea because you don't want it to be too general because people are changing and people are changing the program needs to be changed

so it needs to be like a living breathing program and not just a rigid institutional program that doesn't recognize that the individual that it serves needed, but also wish to be respected by the program. I hope that everyone up top continues to do the work that's needed to provide stable housing and rhythmicity to children and families all across the state so that we may have the opportunity to rise above the fodder and ashes to rise like the Phoenix. Yes I am interested in joining a resident advisory board.– Kris [REDACTED]

8/29/2025 BCHA Response:

Thank you for your feedback Kris and we are happy to hear how the voucher program has been a service to you we invite you to come to one of our upcoming public meetings.

8/29/2025 Feedback Form Received:

My feedback is that these documents are far to big to sit and read to understand the changes. Maybe doing bulletin points to changes that are happening is a better approach to getting information and feedback to the users.

9/9/25 BCHA Response:

Thank you for your feedback, please the attached summaries of the plans and let me know if you have any additional feedback or comments.

Attachment K –
Board Resolution & HUD Forms

Certification by State or Local Official of PHA Plans Consistency with the Consolidated Plan or State Consolidated Plan (All PHAs)	U. S Department of Housing and Urban Development Office of Public and Indian Housing OMB No. 2577-0226 Expires 09/30/2027
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**Certification by State or Local Official of PHA Plans
Consistency with the Consolidated Plan or State Consolidated Plan**

I, Meghan Sandt, the Housing Investments
Official's Name *Official's Title*
 certify that the 5-Year PHA Plan for fiscal years 2026-2030 and/or Annual PHA Plan for fiscal
 year 2026 of the CO061 - Boulder County Housing Authority is consistent with the
PHA Name

Consolidated Plan or State Consolidated Plan including any applicable fair housing goals or strategies
 to:

Boulder, Broomfield Regional HOME Consortium

Local Jurisdiction Name

pursuant to 24 CFR Part 91 and 24 CFR Part 903.15.

Provide a description of how the PHA Plan's contents are consistent with the Consolidated Plan or State
 Consolidated Plan.

**BCHA's Annual Plan is consistent with the Consortium's Consolidated Plan because it
 addresses and works toward the goals of preserving existing housing and increasing the
 number of units and affordability of rental housing for its lowest income residents, reducing
 homelessness within the region, revitalizing and investing in community and increasing
 residents' economic empowerment. All of their work has an eye toward fair housing.**

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, 1014; 31 U.S.C. § 3729, 3802).

Name of Authorized Official: <u>Meghan Sandt</u>	Title: <u>Housing Investments</u>
Signature: <u>Meghan Sandt</u>	Date: <u>October 7, 2025</u>

This information is collected to ensure consistency with the consolidated plan or state consolidated plan.

Public reporting burden for this information collection is estimated to average 0.16 hours per year per response, including the time for reviewing instructions,
 searching existing data sources, gathering, and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding
 this burden estimate or any other aspect of this collection of information, including suggestions to reduce this burden, to the Reports Management Officer, REE,
 Department of Housing and Urban Development, 451 7th Street, SW, Room 4176, Washington, DC 20410-5000. When providing comments, please refer to OMB
 Approval No. 2577-0226. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB
 Control Number.

Privacy Notice. The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title
 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are
 required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.

Form identification: CO061 - Boulder County Housing Authority form HUD-50077-SL (Form ID - 5535)
 printed by Kelly Keefe in HUD Secure Systems/Public Housing Portal at 09/15/2025 09:55AM EST

Certificate Of Completion

Envelope Id: AE2C5A32-1700-4EAF-A985-8D0165B272C7	Status: Completed
Subject: Complete with Docusign: Form-HUD-50077-SL-for-CO061-ID-5535.pdf	
Type of Document:	
Other	
Department/Office: Housing and Human Services	
Source Envelope:	
Document Pages: 1	Signatures: 1
Certificate Pages: 1	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Kelly Keefe
Time Zone: (UTC-07:00) Mountain Time (US & Canada)	2025 14th St
	Boulder, CO 80302
	kkeefe@bouldercounty.org
	IP Address: 97.107.70.37

Record Tracking

Status: Original	Holder: Kelly Keefe	Location: DocuSign
10/7/2025 11:24:45 AM	kkeefe@bouldercounty.org	
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: Boulder County	Location: Docusign

Signer Events

Signer Events	Signature	Timestamp
Meghan Sandt		Sent: 10/7/2025 11:25:27 AM
sandtm@bouldercounty.gov		Viewed: 10/7/2025 12:45:45 PM
Security Level: Email, Account Authentication (None)		Signed: 10/7/2025 12:45:54 PM
	Signature Adoption: Pre-selected Style	
	Using IP Address: 98.245.154.56	

Electronic Record and Signature Disclosure:
Not Offered via Docusign

In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events

Status

Timestamp

Carbon Copy Events

Status

Timestamp

Witness Events

Signature

Timestamp

Notary Events

Signature

Timestamp

Envelope Summary Events

Status

Timestamps

Envelope Sent	Hashed/Encrypted	10/7/2025 11:25:27 AM
Certified Delivered	Security Checked	10/7/2025 12:45:45 PM
Signing Complete	Security Checked	10/7/2025 12:45:54 PM
Completed	Security Checked	10/7/2025 12:45:54 PM

Payment Events

Status

Timestamps

Certifications of Compliance with PHA Plan and Related Regulations (Standard, Troubled, HCV-Only, and High Performer PHAs)

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 09/30/2027

PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations including PHA Plan Elements that Have Changed

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairperson or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the 5-Year and/or X Annual PHA Plan, hereinafter referred to as "the Plan," of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) for the PHA fiscal year beginning 01/2026, in which the PHA receives assistance under 42 U.S.C. 1437f and/or 1437g in connection with the submission of the Plan and implementation thereof:

1. 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 (24 CFR § 91.2).
2. 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).
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Resident Advisory Board or Boards in developing the Plan, including any changes or revisions to the policies and programs identified in the Plan before they were implemented, and considered the recommendations of the Resident Advisory Board (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the way the Plan addresses these recommendations.
4. The PHA provides assurance as part of this certification that:
 - i. The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
 - ii. The changes were duly approved by the PHA Board of Directors (or similar governing body); and
 - iii. The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours. Where possible, PHAs should make documents available electronically, for public inspection upon request.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment. The PHA ensured all notices and meetings provided effective communication with persons with disabilities and further provided meaningful language access for persons with Limited English Proficiency (LEP).
6. The PHA certifies that it will carry out the public housing program of the agency in conformity with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000d-4), the Fair Housing Act (42 U.S.C. 3601-19), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), Title II of the Americans with Disabilities Act (42 U.S.C. 12101 et seq.), the Violence Against Women Act (34 U.S.C. § 12291 et seq.), and other applicable civil rights requirements, and that it will affirmatively further fair housing in the administration of all HUD programs. In addition, if it administers a Housing Choice Voucher Program, the PHA certifies that it will administer the program in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, Section 504 of the Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act, the Violence Against Women Act, and other applicable civil rights requirements, and that it will affirmatively further fair housing in the administration of all HUD programs.
7. The 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 means taking 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). Pursuant to 24 CFR § 903.15(c)(2), a PHA's policies should be designed to reduce the concentration of tenants and other assisted persons by race, national origin, and disability. PHA policies should include affirmative steps stated in 24 CFR § 903.15(c)(2)(i) and 24 CFR § 903.15(c)(2)(ii). Furthermore, under 24 CFR § 903.7(o), a PHA must submit a civil rights certification with its Annual and 5-year PHA Plans, except for qualified PHAs who submit the Form HUD-50077-CR as a standalone document. The PHA certifies that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing.

8. For PHA Plans that include a policy for site-based waiting lists:
 - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module and/or its successor system: the Housing Information Portal (HIP) in an accurate, complete and timely manner (as specified in PIH Notice 2011-65);
 - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of a site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such a waiting list is consistent with affirmatively furthering fair housing; and
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR 903.7(o)(1).
9. The PHA will comply with the prohibitions against discrimination based on age pursuant to the Age Discrimination Act of 1975.
10. In accordance with the Fair Housing Act, the PHA will not base a determination of eligibility for housing on marital status and will not otherwise discriminate because of sex.
11. The 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' for people with physical disabilities.
12. The 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 135.
13. The PHA will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implement the regulations at 49 CFR Part 24 as applicable.
14. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
15. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
16. With respect to public housing the 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.
17. The PHA will keep records in accordance with 2 CFR 200.302 and facilitate an effective audit to determine compliance with program requirements.
18. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
19. The PHA will comply with the policies, guidelines, and requirements of 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Financial Assistance, including but not limited to submitting the assurances required under 24 CFR §§ 1.5, 3.115, 8.50, and 107.25 by submitting an SF-424, including the required assurances in SF-424B or D, as applicable.
20. The 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 regulations and included in its Plan.
21. All attachments to the Plan have been and will continue to always be available at all locations that the PHA 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 PHA in its PHA Plan and will continue to be made available at least at the primary

form HUD-50077-ST-HCV-HP (09/30/2027)



Housing Authority

Boulder County Housing Authority (BCHA) Resolution 2025-011

A RESOLUTION FOR THE PURPOSE OF APPROVING SUBMISSION OF THE 2026 ANNUAL PLAN, AND MTW SUPPLEMENT

PHA Name: Boulder County Housing Authority **PHA Number/Code: CO061**

- A. The Department of Housing and Urban Development (“HUD”) mandates that all public housing agencies submit an Annual Plan 75 days before the start date of the PHA’s fiscal year and MTW agencies must include the MTW Supplement to the Annual Plan in their submission.
- B. The mandated 2026 Annual Plan and MTW Supplement must be reviewed and approved by the Boulder County Housing Authority (“BCHA”) Board at a public hearing.
- C. The mandated 2026 Annual Plan and 2026 MTW Supplement were reviewed by the BCHA Board and presented at a public hearing for final public comment on September 9, 2025. In compliance with HUD regulations, notice of the hearing was published in local newspapers. The documents were also reviewed at four resident meetings held at different BCHA properties and were posted on the BCHA website and in BCHA offices for 45 days prior to the hearing.

Therefore, the BCHA Board resolves:

- 1. The 2026 Annual Plan is approved for submission to HUD.
- 2. The 2026 MTW Supplement and applicable Safe Harbor Waivers are approved for submission to HUD.

Approved and adopted this ^{23rd} _____ day of September 2025.

HOUSING AUTHORITY OF THE
COUNTY OF BOULDER, COLORADO

Marta Loachamin

Marta Loachamin, Chair

I hereby certify that the foregoing is a full, true, and correct copy of the Resolution adopted by the Boulder County Housing Authority at the meeting of said Board in Boulder, Colorado.

ATTEST:

Matthew Ramos

Assistant Secretary to BCHA

HR

Marta Loachamin County Commissioner

Claire Levy County Commissioner

Ashley Stolzmann County Commissioner

MTW 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 MTW Supplement to the Annual PHA Plan

Acting on behalf of the Board of Commissioners of the Moving to Work Public Housing Agency (MTW PHA) listed below, as its Chairperson or other authorized MTW PHA official if there is no Board of Commissioners, I approve the submission of the MTW Supplement to the Annual PHA Plan for the MTW PHA Fiscal Year beginning 01/01/2026, hereinafter referred to as "the MTW Supplement", 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 MTW Supplement and implementation thereof:

- (1) The PHA made the proposed MTW Supplement and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the MTW Supplement and invited public comment.
- (2) The MTW PHA took into consideration public and resident comments (including those of its Resident Advisory Board(s) or tenant associations, as applicable) before approval of the MTW Supplement by the Board of Commissioners or Board of Directors in order to incorporate any public comments into the annual MTW Supplement.
- (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 MTW Supplement in conformity with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000d-4), the Fair Housing Act (42 U.S.C. 3601-19), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), and Title II of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.), the Violence Against Women Act (34 U.S.C. § 12291 et seq.), and all regulations implementing these authorities; and other applicable Federal, State, and local civil rights laws.
- (5) The MTW Supplement 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 MTW Supplement 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 MTW PHA's jurisdiction and a description of the way the MTW Supplement 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' for people with physical disabilities.
- (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 135.
- (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.
- (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 200.333-200.337 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 200.
- (21) The MTW PHA must fulfill its responsibilities to comply with and ensure enforcement of housing quality standards as required in PIH Notice 2011-45, or successor notice, for any local, non-traditional program units. The MTW PHA must fulfill its responsibilities to comply with and ensure enforcement of Housing Quality Standards, as defined in 24 CFR Part 982, for any Housing Choice Voucher units under administration.
- (22) The MTW PHA will undertake only activities and programs covered by the Moving to Work Operations Notice in a manner consistent with its MTW Supplement and will utilize covered grant funds only for activities that are approvable under the Moving to Work Operations Notice and included in its MTW Supplement. MTW Waivers activities being implemented by the agency must fall within the safe harbors outlined in Appendix I of the Moving to Work Operations Notice and/or HUD approved Agency-Specific or Safe Harbor Waivers.
- (23) All attachments to the MTW Supplement have been and will continue to be available at all times and all locations that the MTW Supplement is available for public inspection. All required supporting documents have been made available for public inspection along with the MTW Supplement 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 MTW Supplement 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 County Housing Authority

CO061

MTW PHA NAME**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, 1014; 31 U.S.C. §3729, 3802).

Marta Loachamin

Board Chair

NAME OF AUTHORIZED OFFICIAL**TITLE**

Marta Loachamin

September 24, 2025

SIGNATURE**DATE**

* *Must be signed by either the Chairperson 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 Chairperson or Secretary, documentation such as the by-laws or authorizing board resolution must accompany this certification.*

Certifications of Compliance with PHA Plan and Related Regulations (Standard, Troubled, HCV-Only, and High Performer PHAs)

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 09/30/2027

PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations including PHA Plan Elements that Have Changed

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairperson or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the 5-Year and/or X Annual PHA Plan, hereinafter referred to as "the Plan," of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) for the PHA fiscal year beginning 01/2026, in which the PHA receives assistance under 42 U.S.C. 1437f and/or 1437g in connection with the submission of the Plan and implementation thereof:

1. 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 (24 CFR § 91.2).
2. 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).
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Resident Advisory Board or Boards in developing the Plan, including any changes or revisions to the policies and programs identified in the Plan before they were implemented, and considered the recommendations of the Resident Advisory Board (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the way the Plan addresses these recommendations.
4. The PHA provides assurance as part of this certification that:
 - i. The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
 - ii. The changes were duly approved by the PHA Board of Directors (or similar governing body); and
 - iii. The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours. Where possible, PHAs should make documents available electronically, for public inspection upon request.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment. The PHA ensured all notices and meetings provided effective communication with persons with disabilities and further provided meaningful language access for persons with Limited English Proficiency (LEP).
6. The PHA certifies that it will carry out the public housing program of the agency in conformity with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000d-4), the Fair Housing Act (42 U.S.C. 3601-19), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), Title II of the Americans with Disabilities Act (42 U.S.C. 12101 et seq.), the Violence Against Women Act (34 U.S.C. § 12291 et seq.), and other applicable civil rights requirements, and that it will affirmatively further fair housing in the administration of all HUD programs. In addition, if it administers a Housing Choice Voucher Program, the PHA certifies that it will administer the program in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, Section 504 of the Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act, the Violence Against Women Act, and other applicable civil rights requirements, and that it will affirmatively further fair housing in the administration of all HUD programs.
7. The 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 means taking 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). Pursuant to 24 CFR § 903.15(c)(2), a PHA's policies should be designed to reduce the concentration of tenants and other assisted persons by race, national origin, and disability. PHA policies should include affirmative steps stated in 24 CFR § 903.15(c)(2)(i) and 24 CFR § 903.15(c)(2)(ii). Furthermore, under 24 CFR § 903.7(o), a PHA must submit a civil rights certification with its Annual and 5-year PHA Plans, except for qualified PHAs who submit the Form HUD-50077-CR as a standalone document. The PHA certifies that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing.

8. For PHA Plans that include a policy for site-based waiting lists:
 - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module and/or its successor system: the Housing Information Portal (HIP) in an accurate, complete and timely manner (as specified in PIH Notice 2011-65);
 - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of a site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such a waiting list is consistent with affirmatively furthering fair housing; and
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR 903.7(o)(1).
9. The PHA will comply with the prohibitions against discrimination based on age pursuant to the Age Discrimination Act of 1975.
10. In accordance with the Fair Housing Act, the PHA will not base a determination of eligibility for housing on marital status and will not otherwise discriminate because of sex.
11. The 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' for people with physical disabilities.
12. The 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 135.
13. The PHA will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implement the regulations at 49 CFR Part 24 as applicable.
14. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
15. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
16. With respect to public housing the 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.
17. The PHA will keep records in accordance with 2 CFR 200.302 and facilitate an effective audit to determine compliance with program requirements.
18. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
19. The PHA will comply with the policies, guidelines, and requirements of 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Financial Assistance, including but not limited to submitting the assurances required under 24 CFR §§ 1.5, 3.115, 8.50, and 107.25 by submitting an SF-424, including the required assurances in SF-424B or D, as applicable.
20. The 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 regulations and included in its Plan.
21. All attachments to the Plan have been and will continue to always be available at all locations that the PHA 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 PHA in its PHA Plan and will continue to be made available at least at the primary

form HUD-50077-ST-HCV-HP (09/30/2027)

From: [Guthrie, Amanda](#)
To: [Keefe, Kelly](#)
Subject: FW: <External Message> RE: PHA Plan and 5 year plan
Date: Tuesday, August 26, 2025 5:35:49 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)

FYI

From: Mendoza, Lori Ann <Loriann.Mendoza@hud.gov>
Sent: Thursday, August 14, 2025 1:53 PM
To: Guthrie, Amanda <aguthrie@bouldercounty.gov>
Cc: Lopez-Baker, Susana <slopez-baker@bouldercounty.gov>
Subject: [EXTERNAL] RE: <External Message> RE: PHA Plan and 5 year plan

Hello Boulder Team,

Thank you for submitting the annual and 5 year plans, I have accepted, and you are GOLDEN

Have a good rest of the day.

Lori Ann Mendoza
Portfolio Management Specialist
Office of Public Housing
Office of Field Operations
Email: LoriAnn.Mendoza@hud.gov

Department of Housing and
Urban Development Public
and Indian Housing
1670 Broadway
Denver, CO 80202



From: Guthrie, Amanda <aguthrie@bouldercounty.gov>
Sent: Thursday, August 14, 2025 11:17 AM
To: Mendoza, Lori Ann <Loriann.Mendoza@hud.gov>
Cc: Lopez-Baker, Susana <slopez-baker@bouldercounty.gov>
Subject: <External Message> RE: PHA Plan and 5 year plan

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Hi Lori Ann,

I wanted to follow up on BCHA's submission. Kelly K is currently out, but Susana has been in the system and was able to re-submit. I've cc'd her here.

Can you please let us know if there is anything outstanding still?

Thank you in advance for your guidance and support.
Amanda

Amanda Guthrie, MA, LPC
Director of Housing Operations
Boulder County Housing Authority #CO061 | Department of Housing
W: 720-564-2280
P.O. Box 471, Boulder, CO 80306
aguthrie@bouldercounty.gov

Boulder County is committed to being a fully inclusive, anti-racist, and multi-cultural organization.

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