



REGIONAL
HOUSING
ALLIANCE

RHA Agenda

Board of Directors

November 14th, 2024, 2–4 p.m.

Durango Chamber of Commerce Conference Room

- 1. Call Meeting to Order (2 p.m.)**
- 2. Introductions and Roll Call (2:05 p.m.)**
 - a. Identification of any actual or perceived conflicts of interest
- 3. Public Comment (2:10 p.m.)**
- 4. Approval of Agenda (2:15 p.m.)**
- 5. Approval of Consent Agenda (2:20 p.m.)**
 - a. September 2024 Minutes
 - b. September & October 2024 Financial Statements
- 6. Public Presentations & Engagement with Non-RHA Entities (2:25 p.m.)**
 - a. Update from Project Moxie/Jenn Lopez (10 min.)
 - b. Update from Andrew Atchley, DOLA on Landbanking and Community Land Trusts (20 min.)
- 7. Alliance Updates**
- 8. RHA Updates (2:55 p.m.) – presented by Sarah Tober**
 - a. Housing Colorado Conference
 - b. Catalyst Revolving Loan Fund
 - c. Catalyst Fund Round 4
 - d. Housing Needs Assessment
 - e. DOLA Capacity Grant
 - f. RHA Director Role

RHA Agenda

Board of Directors

November 14th, 2024, 2–4 p.m.

Durango Chamber of Commerce Conference Room

9. Decision Items (3:15 p.m.)

- a. 2025 SOW/Contracts/IGA Escalator (Amendment) – Sarah Tober
- b. 2025 Budget – Mark Garcia and Sarah Tober
- c. 2025 Housing Summit Date – Sarah Tober

10. Member Updates (3:40 p.m.)

(5 min. or less each)

- a. Member at Large
- b. Town of Ignacio
- c. Town of Bayfield
- d. City of Durango
- e. La Plata County

11. Adjournment



A. Meeting Called To Order

The meeting was called to order by Chairman Patrick Vaughn at 2:08 p.m.

B. Introductions And Roll Call

Attendees:

- Present:
 - Chair Patrick Vaughn, Member at Large
 - Vice-Chair Marsha Porter-Norton, La Plata County Commissioner (online)
 - Gilda Yazzie, City of Durango Councilor
 - Brenna Morlan, Town of Bayfield Trustee
 - Mike French, City of Durango Consultant
 - Kathleen Sickles, Town of Bayfield Manager (online)
 - Treasurer Mark Garcia, Town of Ignacio Manager
 - Clark Craig, Town of Ignacio Mayor
- Absent:
 - Kevin Hall, La Plata County Deputy Manager

Others Present:

- Sarah Tober, EDA
- Sarah Schwartz, EDA
- Louise Snodgrass, EDA
- Jessie Christensen, EDA
- Pam Moore, HomesFund
- Shirley Diaz- DOLA
- Eva Henson, public
- Annemarie, Project Moxie
- Paul Black, Fire fighters
- Andrew Atchley- DOLA (online)
- Mollie Fitzpatrick, Root Policy (online)
- Cheri Colter, Root Policy (online)
- Devin Meininger, public (online)
- Joan Fautuex, DAAR, Oil and Gas Council and Durango Chamber (online)
- Shak Powers, Region 9 (online)
- Nicol Killian, public (online)

No conflicts of interest were disclosed

C. Public Comment

No public presentations were scheduled or presented.

D. Approval Of Agenda

It was requested to swap the item F.3, the housing need assessment presentation with item F. 1, deep dive presentation as well as to remove item F.2 Public Presentation from Lynn Hyde, La Plata County Community Development Director on fast-track and the County's current planning department and projects.

After discussion, upon motion duly made by Director Craig and seconded by Treasurer Garcia, it was unanimously,

RESOLVED, that the agenda for the meeting of the Board held on September 12, 2024, in the form provided to the Directors in advance of this meeting with the removal of item F.2 and the swap of items F.1 and F.3, is hereby approved.

E. Approval Of Consent Agenda

1. August 2024 Meeting Minutes

Ms. Sarah Schwartz referred the Directors to the minutes of the meeting of the Board that had been provided to the Directors in advance of the meeting. After discussion, upon motion duly made by Director Craig and seconded by Director Morlan, it was unanimously,

RESOLVED, that the minutes of the meeting of the Board held August 8, 2024, in the form provided to the Directors in advance of this meeting, are hereby approved.

2. August 2024 Financial Statements

Ms. Sarah Tober directed the Board to the August 2024 financial statements that had been provided to the Directors in advance of the meeting. After discussion, upon motion duly made by Director Craig and seconded by Director Morlan, it was unanimously,

RESOLVED, that the August 2024 Financial Statements, in the form provided to the Directors in advance of this meeting, are hereby approved.

F. Public Presentations & Engagement with Non-RHA Entities

1. Housing Needs Assessment-Root Policy

- Previously conducted a housing needs assessment in 2021 with SWCCOG (Southwest Colorado Regional Council of Governments)
- Housing is not keeping up with population and job growth
- Big shifts in rental rates, incomes have not kept pace with rising rent rates
- Root Policy staff were looking for assistance from the Board, reviewing a survey and providing feedback and suggesting key stakeholders they should reach out to; pushing survey once available, targeting larger employers as well, subset that are specific to their business
- Board: must include Bayfield and Ignacio, have they taken incomes from 2020
- Question: Will this HSN (Housing Needs Assessment) meet the criteria for Prop 123, make sure we are reaching those who need housing not just large employers and current homeowners
- Question: Will be a regional assessment but will focus on each jurisdiction as well?
- Director Porter-Norton if the requirements from Prop 123 HNA come out after our HNA is complete can Root Policy?
 - Sarah, Mollie- we are staying informed of the changes and funding will be available for communities who need to go back and make amendments to HNA. CHFA (Colorado Housing and Finance Authority) is matching the HNA request.
- Shak Powers - has been working with Andi, Robyn and Casey on criteria for HNA for communities that have already completed an HNA, request an addendum to their current HNA

- Pat requested for Root Policy to take their recommendations and implement them into the survey
2. Deep Dive: Land Trust, Land Banking, Deed Restrictions- Shirley Diaz and Andrew Atchley, DOLA
 - Ms. Diaz and Mr. Atchley said they will provide an overview of each to narrow down where the Board would like to know more
 - Attendees introduced themselves and briefly mentioned what they knew about the above topics
 - **Land Banking**
 - a multi-jurisdictional authority may apply for Prop 123 land banking funding (to be verified by CHFA)
 - CHFA's next open application is Sept. 16-Oct. 15, 2024
 - Shovel-ready vs. actual land banking through CHFA
 - CHFA Land Banking Program
 - Request for Mr. Atchley to come back for the November 2024 Board meeting to speak on Community Land Trusts

G. Alliance Updates

Reports were given for:

1. Program Director Report- Sarah Tober
Budget and scope of work must be discussed during Nov. 2024 meeting
2. Revolving Loan Fund Updates- Sarah Tober
3. STEER Committee-Sarah Tober

H. Discussion Items/ Updates

1. RHA to Observe Selection Process for Deed-Restricted Townhome
 - October 8, 2024 - "lottery" will be held, may have to postpone, will know more information after the 27th
2. Prop 123 Updates-Sarah Tober and Sarah Schwartz
3. Legislative Updates- Director Porter-Norton
 - The County-referred measure re: Lodgers' Tax Reallocation will go to ballot; voters in the unincorporated County and Bayfield and Ignacio will vote on it;

I. Decision Items

1. RHA Director Role and Job Description
Need to update the description per Kevin Hall's request.

After discussion, it was unanimously, RESOLVED, that the RHA Director Role and Job Description provided to the Board in advance of the meeting is hereby **affirmed but not yet approved.**

J. Member Updates

K. Adjournment

There being no further matters to discuss, it was unanimously,

RESOLVED to adjourn at 4:02 PM by Chairman Vaughn.

Patrick Vaughn, RHA Board Chair

Sarah Tober, Secretary of The Meeting



Regional Housing Alliance of La Plata Co.

Stmnt of Assets, Liabilities & Net Assets

As of October 31, 2024

	TOTAL		
	AS OF OCT 31, 2024	AS OF OCT 31, 2023 (PY)	CHANGE
ASSETS			
Current Assets			
Bank Accounts			
1000 TBK Operating Account	292,766	270,071	22,695
1025 Bank of CO Money Market	251,643		251,643
Total Bank Accounts	\$544,408	\$270,071	\$274,338
Accounts Receivable	\$24,970	\$0	\$24,970
Other Current Assets			
1400 Prepaid Expenses	0	0	0
1400.1 Prepaid Liability Insurance	387	282	105
1400.4 Prepaid Office Expense	80	0	80
Total 1400 Prepaid Expenses	467	282	185
1510 Note Receivable - Bayfield Haga	700,000		700,000
1514 Interest Receivable - Bayf Haga	2,552		2,552
Total Other Current Assets	\$703,019	\$282	\$702,737
Total Current Assets	\$1,272,397	\$270,352	\$1,002,045
Other Assets			
1700 Lease Deposit	350	350	0
Total Other Assets	\$350	\$350	\$0
TOTAL ASSETS	\$1,272,747	\$270,702	\$1,002,045
LIABILITIES AND EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable	\$1,746	\$0	\$1,746
Other Current Liabilities			
2072 Accrued Expense - Loan Servicing	365		365
Total Other Current Liabilities	\$365	\$0	\$365
Total Current Liabilities	\$2,111	\$0	\$2,111
Total Liabilities	\$2,111	\$0	\$2,111
Equity			
2050 Beginning Net Assets	0	0	0
2053 Unrestricted Net Assets	222,265	221,788	477
2054 Reserved for Emergencies	6,576	1,267	5,309
Net Income	1,041,795	47,647	994,148
Total Equity	\$1,270,636	\$270,702	\$999,934
TOTAL LIABILITIES AND EQUITY	\$1,272,747	\$270,702	\$1,002,045

Regional Housing Alliance of La Plata Co.

Revenue & Expenses Budget YTD Performance

January - October, 2024

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
Income			
3000 Unrestricted Revenues			
3100 IGA Member Contribution Revenue	261,600	261,600	100.00 %
3118 Interest Income - RLF	3,821		
3121 Interest Income - Bank Accounts	11,821	8,253	143.00 %
3122 Sponsorship/Donation	21,000	21,000	100.00 %
3133 Fee For Service	2,741	2,206	124.00 %
Total 3000 Unrestricted Revenues	300,984	293,059	103.00 %
3001 Temp Restr Operating Revenues			
3090 Catalyst Revolving Loan Revenue	938,553	938,553	100.00 %
Total 3001 Temp Restr Operating Revenues	938,553	938,553	100.00 %
3900 Grant Revenue	24,970	25,000	100.00 %
Total Income	\$1,264,506	\$1,256,612	101.00 %
GROSS PROFIT	\$1,264,506	\$1,256,612	101.00 %
Expenses			
4002 Grants Distributed	4,267	5,000	85.00 %
4011 Bank Charges, Processing Fees	43		
4015 Client Loan Expenses	365		
4080 Liability Insurance	1,151	1,281	90.00 %
4119 Marketing/Outreach	14,912	15,000	99.00 %
4122 Office Expense	1,435	1,341	107.00 %
4315 Professional Services			
4005 Prof Serv Audit Fees	9,008	8,500	106.00 %
4322 Prof'l Services- Legal Fees	5,506	2,917	189.00 %
4323 Prof'l Services- Website		1,040	
4325 Prof'l Services- Marketing		0	
4394 Prof'l Services-Hsng Strategy	148,583	173,333	86.00 %
4398 Prof'l Services - Admin Fee	19,933	19,933	100.00 %
4399 Prof;s Services-Housing Assess	10,718	0	
Total 4315 Professional Services	193,748	205,723	94.00 %
4340 Rent	3,500	3,500	100.00 %
4360 Telephone & Internet	470	250	188.00 %
4379 Training	2,822	4,000	71.00 %
6240 Miscellaneous		867	
Total Expenses	\$222,711	\$236,962	94.00 %
NET OPERATING INCOME	\$1,041,795	\$1,019,650	102.00 %
NET INCOME	\$1,041,795	\$1,019,650	102.00 %

Regional Housing Alliance of La Plata Co.

Revenue & Expenses by Project

January - October, 2024

	CATALYST RLF	NEEDS ASSESS	SUMMIT	UNRESTRICTED	TOTAL
Income					
3000 Unrestricted Revenues					\$0
3100 IGA Member Contribution Revenue				261,600	\$261,600
3118 Interest Income - RLF	3,821				\$3,821
3121 Interest Income - Bank Accounts	794			11,027	\$11,821
3122 Sponsorship/Donation			21,000		\$21,000
3133 Fee For Service			2,206	535	\$2,741
Total 3000 Unrestricted Revenues	4,615		23,206	273,162	\$300,984
3001 Temp Restr Operating Revenues					\$0
3090 Catalyst Revolving Loan Revenue	938,553				\$938,553
Total 3001 Temp Restr Operating Revenues	938,553				\$938,553
3900 Grant Revenue					\$0
3920 State & Local Grants		24,970			\$24,970
Total 3900 Grant Revenue		24,970			\$24,970
Total Income	\$943,168	\$24,970	\$23,206	\$273,162	\$1,264,506
GROSS PROFIT	\$943,168	\$24,970	\$23,206	\$273,162	\$1,264,506
Expenses					
4002 Grants Distributed				4,267	\$4,267
4011 Bank Charges, Processing Fees			43		\$43
4015 Client Loan Expenses	365				\$365
4080 Liability Insurance				1,151	\$1,151
4119 Marketing/Outreach			14,346	566	\$14,912
4122 Office Expense				1,435	\$1,435
4315 Professional Services					\$0
4005 Prof Serv Audit Fees				9,008	\$9,008
4322 Prof'l Services- Legal Fees				5,506	\$5,506
4394 Prof'l Services-Hsng Strategy				148,583	\$148,583
4398 Prof'l Services - Admin Fee				19,933	\$19,933
4399 Prof;s Services-Housing Assess		10,718			\$10,718
Total 4315 Professional Services		10,718		183,030	\$193,748

Regional Housing Alliance of La Plata Co.

Revenue & Expenses by Project

January - October, 2024

	CATALYST RLF	NEEDS ASSESS	SUMMIT	UNRESTRICTED	TOTAL
4340 Rent				3,500	\$3,500
4360 Telephone & Internet				470	\$470
4379 Training				2,822	\$2,822
Total Expenses	\$365	\$10,718	\$14,389	\$197,240	\$222,711
NET OPERATING INCOME	\$942,803	\$14,252	\$8,817	\$75,923	\$1,041,795
NET INCOME	\$942,803	\$14,252	\$8,817	\$75,923	\$1,041,795

Regional Housing Alliance of La Plata Co.
Revenue and Expenses Budget Performance - by Month
 January - October 2024

	Sep 2024			Oct 2024			Total			Annual Budget	
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	YTD Actual	YTD Budget	% of YTD Budget		
Income											
3000 Unrestricted Revenues							0	0		0	
3100 IGA Member Contribution Revenue							0	0		0	
3101 City of Durango			0			0	72,000	72,000	100.00%	72,000	
3102 La Plata County			0			0	173,850	173,850	100.00%	173,850	
3103 Town of Ignacio			0			0	4,500	4,500	100.00%	4,500	
3104 Town of Bayfield			0			0	11,250	11,250	100.00%	11,250	
Total 3100 IGA Member Contribution Revenue	\$ 0	\$ 0		\$ 0	\$ 0		\$ 261,600	\$ 261,600	100.00%	\$ 261,600	
3118 Interest Income - RLF	2,165			1,656			3,821	0		0	
3121 Interest Income - Bank Accounts			23	0.00%		23	0.00%	11,821	8,253	143.23%	8,300
3122 Sponsorship/Donation			0			0	21,000	21,000	100.00%	21,000	
3133 Fee For Service			0			0	2,741	2,206	124.26%	2,206	
Total 3000 Unrestricted Revenues	\$ 2,165	\$ 23	9279.64%	\$ 1,656	\$ 23	7098.67%	\$ 300,984	\$ 293,059	102.70%	\$ 293,106	
3001 Temp Restr Operating Revenues							0	0		0	
3090 Catalyst Revolving Loan Revenue			0			0	938,553	938,553	100.00%	963,553	
Total 3001 Temp Restr Operating Revenues	\$ 0	\$ 0		\$ 0	\$ 0		\$ 938,553	\$ 938,553	100.00%	\$ 963,553	
3900 Grant Revenue							0	0		0	
3920 State & Local Grants			25,000	0.00%		0	24,970	25,000	99.88%	64,133	
Total 3900 Grant Revenue	\$ 0	\$ 25,000	0.00%	\$ 0	\$ 0		\$ 24,970	\$ 25,000	99.88%	\$ 64,133	
Total Income	\$ 2,165	\$ 25,023	8.65%	\$ 1,656	\$ 23	7098.67%	\$ 1,264,506	\$ 1,256,612	100.63%	\$ 1,320,792	
Gross Profit	\$ 2,165	\$ 25,023	8.65%	\$ 1,656	\$ 23	7098.67%	\$ 1,264,506	\$ 1,256,612	100.63%	\$ 1,320,792	
Expenses											
4002 Grants Distributed	4,267	5,000	85.34%			0	4,267	5,000	85.34%	12,827	
4011 Bank Charges, Processing Fees							43	0		0	
4015 Client Loan Expenses	219			146			365	0		0	
4080 Liability Insurance	128	128	99.81%			128	0.00%	1,151	1,281	89.83%	1,537
4119 Marketing/Outreach	49	0				0	14,912	15,000	99.41%	15,000	
4122 Office Expense	230	79	289.49%			79	0.00%	1,435	1,341	106.97%	1,500
4315 Professional Services							0	0		0	
4005 Prof Serv Audit Fees			0			0	9,008	8,500	105.97%	8,500	
4322 Prof'l Services- Legal Fees	234	292	80.23%	18	292	6.17%	5,506	2,917	188.77%	3,500	
4323 Prof'l Services- Website		104	0.00%		104	0.00%	0	1,040	0.00%	1,248	

Regional Housing Alliance of La Plata Co.
Revenue and Expenses Budget Performance - by Month
 January - October 2024

	Sep 2024			Oct 2024			Total			Annual Budget
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	YTD Actual	YTD Budget	% of YTD Budget	
4325 Prof'l Services- Marketing		0			0		0	0		0
4394 Prof'l Services-Hsng Strategy	14,833	39,833	37.24%	14,833	14,833	100.00%	148,583	173,333	85.72%	242,133
4398 Prof'l Services - Admin Fee	1,993	1,993	100.00%	1,993	1,993	100.00%	19,933	19,933	100.00%	23,920
4399 Prof;s Services-Housing Assess	10,718	0			0		10,718	0		25,000
Total 4315 Professional Services	\$ 27,779	\$ 42,222	65.79%	\$ 16,845	\$ 17,222	97.81%	\$ 193,748	\$ 205,723	94.18%	\$ 304,301
4340 Rent	350	350	100.00%	350	350	100.00%	3,500	3,500	100.00%	4,200
4360 Telephone & Internet	189	25	754.68%		25	0.00%	470	250	188.12%	300
4379 Training	1,180	0			0		2,822	4,000	70.55%	4,000
6240 Miscellaneous		87	0.00%		87	0.00%	0	867	0.00%	1,040
Total Expenses	\$ 34,390	\$ 47,892	71.81%	\$ 17,340	\$ 17,892	96.92%	\$ 222,712	\$ 236,962	93.99%	\$ 344,705
Net Operating Income	-\$ 32,225	-\$ 22,868	140.92%	-\$ 15,684	-\$ 17,868	87.78%	\$ 1,041,794	\$ 1,019,650	102.17%	\$ 976,087
Net Income	-\$ 32,225	-\$ 22,868	140.92%	-\$ 15,684	-\$ 17,868	87.78%	\$ 1,041,794	\$ 1,019,650	102.17%	\$ 976,087

Regional Housing Alliance of La Plata Co.

Revenue & Expense Transaction Detail

September - October, 2024

DATE	TRANSACTION TYPE	NUM	NAME	CLASS	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Ordinary Income/Expenses								
Income								
3000 Unrestricted Revenues								
3118 Interest Income - RLF								
09/30/2024	Journal Entry	24012		Catalyst RLF	1.5 mo interest accrued thru mo end	-Split-	1,531.25	1,531.25
09/30/2024	Deposit			Catalyst RLF		1025 Bank of CO Money Market	633.69	2,164.94
10/31/2024	Journal Entry	24013		Catalyst RLF	mo interest accrued thru mo end	-Split-	1,020.83	3,185.77
10/31/2024	Deposit			Catalyst RLF		1025 Bank of CO Money Market	635.29	3,821.06
Total for 3118 Interest Income - RLF							\$3,821.06	
Total for 3000 Unrestricted Revenues							\$3,821.06	
Total for Income							\$3,821.06	
Expenses								
4002 Grants Distributed								
09/01/2024	Bill	1735	La Plata Economic Development Alliance	Unrestricted	10% match DOLA Capacity grant Jul-Aug work	2000 Accounts Payable	2,223.03	2,223.03
09/01/2024	Bill	RHA -01-2024	Town of Ignacio, Vend	Unrestricted	20% match on DOLA Capacity May-June work	2000 Accounts Payable	903.92	3,126.95
09/30/2024	Bill	1739	La Plata Economic Development Alliance	Unrestricted	10% match DOLA Capacity grant Sept	2000 Accounts Payable	1,139.75	4,266.70
Total for 4002 Grants Distributed							\$4,266.70	
4015 Client Loan Expenses								
09/30/2024	Journal Entry	24012		Catalyst RLF	1.5 mo accrued loan servicing fee to Region 9	-Split-	218.75	218.75
10/31/2024	Journal Entry	24013		Catalyst RLF	mo accrued loan servicing fee to Region 9	-Split-	145.83	364.58
Total for 4015 Client Loan Expenses							\$364.58	
4080 Liability Insurance								
09/30/2024	Journal Entry	24011		Unrestricted	monthly liab insurance expense	-Split-	127.84	127.84
Total for 4080 Liability Insurance							\$127.84	
4119 Marketing/Outreach								

Regional Housing Alliance of La Plata Co.

Revenue & Expense Transaction Detail

September - October, 2024

DATE	TRANSACTION TYPE	NUM	NAME	CLASS	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
09/30/2024	Bill	1743	La Plata Economic Development Alliance	Unrestricted	Stickerapp.com - 100 promo stickers	2000 Accounts Payable	49.30	49.30
Total for 4119 Marketing/Outreach							\$49.30	
4122 Office Expense								
09/30/2024	Bill	1743	La Plata Economic Development Alliance	Unrestricted	FLC Innov Center room fees-Jan-July, Sept, board mtgs	2000 Accounts Payable	230.00	230.00
Total for 4122 Office Expense							\$230.00	

Regional Housing Alliance of La Plata Co.

Revenue & Expense Transaction Detail

September - October, 2024

DATE	TRANSACTION TYPE	NUM	NAME	CLASS	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
4315 Professional Services								
4322 Prof'l Services- Legal Fees								
09/01/2024	Bill	4395	Law Office of David Liberman	Unrestricted	August-RLF work on admin contract w/Region 9 & Bayfield proj	2000 Accounts Payable	234.00	234.00
10/01/2024	Bill	4406	Law Office of David Liberman	Unrestricted	Sept - reviewed mtg minutes	2000 Accounts Payable	18.00	252.00
Total for 4322 Prof'l Services- Legal Fees							\$252.00	
4394 Prof'l Services-Hsng Strategy								
09/01/2024	Bill		La Plata Economic Development Alliance	Unrestricted	mo contract for 2023	2000 Accounts Payable	14,833.33	14,833.33
10/01/2024	Bill		La Plata Economic Development Alliance	Unrestricted	mo contract for 2023	2000 Accounts Payable	14,833.33	29,666.66
Total for 4394 Prof'l Services-Hsng Strategy							\$29,666.66	
4398 Prof'l Services - Admin Fee								
09/01/2024	Bill		La Plata Economic Development Alliance	Unrestricted	mo admin 2024	2000 Accounts Payable	1,993.33	1,993.33
10/01/2024	Bill		La Plata Economic Development Alliance	Unrestricted	mo admin 2024	2000 Accounts Payable	1,993.33	3,986.66
Total for 4398 Prof'l Services - Admin Fee							\$3,986.66	
4399 Prof;s Services-Housing Assess								
09/13/2024	Bill	LP 1	Root Policy Research, Inc	Needs Assess	installment pmt 1 on 49,970 contract	2000 Accounts Payable	6,147.50	6,147.50
09/13/2024	Bill	LP 2	Root Policy Research, Inc	Needs Assess	installment pmt 2 ; 39252.22 remains on contract	2000 Accounts Payable	4,570.28	10,717.78
Total for 4399 Prof;s Services-Housing Assess							\$10,717.78	
Total for 4315 Professional Services							\$44,623.10	
4340 Rent								
09/01/2024	Check	bp	Durango Chamber of Commerce	Unrestricted	mo rent	1000 TBK Operating Account	350.00	350.00
10/01/2024	Check	bp	Durango Chamber of Commerce	Unrestricted	mo rent	1000 TBK Operating Account	350.00	700.00
Total for 4340 Rent							\$700.00	
4360 Telephone & Internet								
09/30/2024	Bill	1743	La Plata Economic Development Alliance	Unrestricted	Q3 zoom phone/mtg software	2000 Accounts Payable	188.67	188.67

Regional Housing Alliance of La Plata Co.

Revenue & Expense Transaction Detail

September - October, 2024

DATE	TRANSACTION TYPE	NUM	NAME	CLASS	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Total for 4360 Telephone & Internet							\$188.67	
4379 Training								
09/30/2024	Bill	1743	La Plata Economic Development Alliance	Unrestricted	Oct Housing CO expenses - Sarah Tober, Louise Snodgrass	2000 Accounts Payable	1,180.14	1,180.14
Total for 4379 Training							\$1,180.14	
Total for Expenses							\$51,730.33	
Net Income							\$ -	
							47,909.27	

MEMORANDUM

TO: RHA Board of Directors

FROM: Jenn Lopez, President, Project Moxie and Marietta Linney, Senior Project Manager, Project Moxie

DATE: November 5, 2024

RE: Update on Prop 123 Technical Assistance Scope of Work on Resale Controls

BACKGROUND

In the Spring of 2024, Project Moxie assisted the La Plata Economic Development Alliance (Alliance) Staff with their application for DOLA's capacity building grant under Proposition 123 (Prop 123). These are one-time funds available to local governments to create capacity and develop strategies for local governments to be able to comply with Prop 123 program rules. This grant award of \$192,000 to the Town of Ignacio on behalf of the Regional Housing Alliance of La Plata County (RHA) of which approximately \$70,000 was allocated to the Project Moxie team to assist with specific elements of this capacity building effort. Specifically, Project Moxie is working to streamline recapture and/or resale provisions to be used by local projects; is assisting with a preservation database and looking at public land sites for potential development; and is assisting local governments with on-demand technical assistance in applying for Prop 123 grant programs.

STATE CONTEXT FALL 2024

Prop 123's funding programs are new for the state of Colorado; and at the same time, state agencies have been hiring new staff to assist in managing these programs. Given the recent release of Prop 123 funding, everything is very new and rules for these programs are being developed and amended regularly. This is a critical time for local governments to understand Prop 123 program rules; influence these rules and set up their own local housing program guidelines to ensure alignment with Prop 123 funds moving forward. Also critical to this context, is the fact that the state's other sources of funding for affordable housing are quickly evaporating as they were either one-time funds (i.e. ARPA) or are funding sources that were time limited or dependent on annual state appropriations. Moving forward, the primary funding for below market housing will be Prop 123 programs and state tax credit initiatives primarily managed by CHFA.

Because Prop 123 requires resale controls, Project Moxie began working on deed restriction research earlier this Fall. The team pulled together some information that will eventually turn into recommended guidelines and training sessions for the RHA and its local government

members. Final deliverables for this scope of work will include development and confirmation of a deed restriction template/s, draft administrative procedures, and suggested fee structures for a program administrator. This work will help local projects better understand requirements for Prop 123 funds and help aid collaboration across the RHA jurisdictions.

Recapture versus Resale Controls

The practice of public subsidy recapture is when an entity uses public funds and is required to put something in place in order to ensure that public subsidies do not overly enrich either direct beneficiaries of the public subsidy or duly enrich development partners who are providing the housing units. For over 17 years, the primary recapture method used in La Plata County has been second mortgages (i.e. Down Payment Assistance Loans). In contrast, resale controls are a legal mechanism that dictates how much a property can be sold for and who can buy the property. The most common form of resale control is a deed restriction. When the state of Colorado began rolling out several new housing and infrastructure programs a few years ago, such as House Bill 21- 1271, they defaulted to a deed restriction as the required method for managing public subsidies. Project Moxie advocates for a coordinated, thoughtful local approach to managing public subsidies, encouraging the RHA and its communities to reflect on several essential questions before making key decisions on program design related to resale controls.

When communities decide on a specific set of resale controls they should assess their options intentionally using the following criteria:

- 1) Is this approach (resale vs. recapture) meeting the goals of the program? This evaluates whether the program wants to help participants: build equity; have an affordable place to live with more restricted equity gains; or a balanced approach to both of these goals?
- 2) Is this approach easy to administer and explain to partners?
- 3) Is this legal tool enforceable (second mortgage versus deed restriction)?
- 4) Does this approach and tool align with first and second mortgage products?
- 5) Does this resale control or recapture tool work with the local housing market (in the regional market Durango, Bayfield and Ignacio may all have slightly different market demand data).
- 6) Does this resale control meet state funding requirements?

Over the last few months, the Project Moxie team has done significant research on best practices around deed restriction administration and has also recently learned that other communities are actively advocating that the state allow the use of either second mortgages or deed restrictions for addressing public subsidy recapture. Project Moxie also spent time looking at the Rock Creek development in Ignacio to understand the complexities of layering different funding sources while having to comply with multiple programs using one tool which is currently being assumed to take the form of a deed restriction. Project Moxie has recently engaged HomesFund staff to

advise this process as they are currently administering most, if not all, local resale control programs.

The goal of Moxie's work with the RHA is:

- To increase understanding among local governments regarding housing program policy decisions;
- Help reach some consensus and potentially create a regional affordable housing policy around the use of second mortgages and/or deed restrictions.
- Without alignment around shared policies and tools, housing programs may struggle to be administered effectively. This misalignment could lead to communities losing funding for current projects and missing out on future state grants for essential housing projects.

Next Steps

Project Moxie will meet with the state for their feedback on these policy conversations and will complete its research on best practices. Next, Project Moxie would hold a work session with the RHA on resale controls versus recapture mechanisms; pros and cons for the different tools in order to get direction on what resonates with local governments. From this work session, Project Moxie would then draft some shared program guidelines, tools and administrative procedures.



Brad Blake, Pat Vaughn, Sarah Tober, Mark Garcia



REGIONAL
HOUSING
ALLIANCE

Job Title: RHA Director

Employment Status: Full-time Regular or Contract

Location: Durango, Colorado

Organization: Regional Housing Alliance of La Plata County (RHA)

About the Organization:

The Regional Housing Alliance of La Plata County (RHA) is a collaborative organization dedicated to addressing the housing needs of the region. RHA works with local governments, non-profits, and the private sector to create and sustain affordable and workforce housing solutions. Our mission is to facilitate and support the preservation, rehabilitation, and development of appropriate affordable/attainable housing for the workforce essential to the long-term economic sustainability and resiliency of La Plata County and its communities.

Position Overview:

The RHA Director is responsible for the overall leadership, management, and operation of the organization. This role requires a visionary leader who can work collaboratively with various stakeholders, including government officials, community members, and housing advocates, to develop and implement strategies that address the region's housing challenges. Director shall perform said services under general direction of the RHA Board of Directors, and La Plata Economic Development Alliance (LPEDA) Executive Director.

Key Responsibilities:

Strategic Leadership

- Develop and implement the strategic plan to advance the mission of the RHA.
- Lead initiatives to increase the availability of attainable and workforce housing in La Plata County.
- Foster partnerships with local governments, community organizations, and the private sector to promote housing development.

Fundraising and Resource Development

- Lead tax campaign to establish a sustainable funding source as a top priority in year 1
- Identify and pursue funding opportunities, including grants, donations, and partnerships.
- Develop and implement fundraising strategies to support the organization's programs and initiatives.
- Cultivate relationships with donors and funders to secure ongoing support.
- Manage the DOLA Local Capacity Grant, in conjunction with LPEDA, awarded to the Town of Ignacio on behalf of the Regional Housing Alliance (RHA) and its four government partners. Ensure compliance with grant requirements and alignment with Proposition 123's affordable housing goals.
- Collaborate with La Plata County's jurisdictions to increase infrastructure and capacity, supporting the alignment of affordable housing strategies. Utilize the one-time DOLA funds effectively to fast-track projects and meet community housing needs.

Community Engagement

- Serve as the primary spokesperson for the RHA, representing the organization at public meetings, conferences, and in the media.
- Build and maintain strong relationships with key stakeholders, including local government officials, community leaders, and residents.
- Engage with the community to identify housing needs and develop programs that address those needs.

Advocacy and Policy Development

- Advocate for policies and funding at the local, state, and federal levels that support attainable housing development.
- Work with policymakers and community leaders to develop and implement housing policies that benefit the region.
- Stay informed of trends and developments in housing policy and funding and apply that knowledge to RHA's work.

Organizational Management

- Oversee the day-to-day operations of the RHA, ensuring effective and efficient management of resources.
- Provide leadership and direction to a small contracted team of staff that includes administrative and operational capacity regarding the services in the LPEDA's Professional Services Agreement with the RHA, to assist with staffing gaps during a time of employee transitions.
- Develop and monitor the organization's budget, ensuring financial sustainability and accountability.

Qualifications

- Bachelor's degree in public administration, urban planning, business, or a related field (Master's degree preferred).
- A minimum of 5 years of experience in housing development, public administration, or a related field, with at least 3 years in a leadership or management role.
- Strong understanding of attainable and workforce housing issues, particularly in rural and mountain communities.
- Proven track record of successful strategic planning, project management, and team leadership.
- Excellent communication and interpersonal skills, with the ability to build relationships and work collaboratively with diverse stakeholders.
- Experience in advocacy, policy development, and fundraising.
- Ability to manage multiple projects and priorities in a fast-paced environment.

Compensation

The salary for this position is competitive and commensurate with experience within the range of \$100,000-\$120,000 annually plus benefits and relocation stipend.

Application Process

Interested candidates should submit a cover letter, resume, and three professional references to rha@yeslpc.com by November 25, 2024. Applications will be reviewed on a rolling basis until the position is filled.

The Regional Housing Alliance of La Plata County is an equal opportunity employer and encourages applications from individuals of all backgrounds.

The Regional Housing Alliance (RHA) of La Plata County is a multi-jurisdictional agency created in 2004 by an Intergovernmental Agreement (IGA) between La Plata County, City of Durango, Town of Bayfield, and Town of Ignacio. The RHA's mission is to facilitate and support the preservation, rehabilitation, and development of appropriate affordable/attainable housing for the workforce essential to the long-term economic sustainability and resiliency of La Plata County and its communities.

AGREEMENT BETWEEN
LA PLATA ECONOMIC DEVELOPMENT ALLIANCE
AND
THE REGIONAL HOUSING ALLIANCE OF LA PLATA COUNTY

THIS AGREEMENT (the "Agreement") is entered into this DAY OF NOVEMBER 2024, by and between the LA PLATA ECONOMIC DEVELOPMENT ALLIANCE, (hereinafter referred to as the "ALLIANCE" or "Contractor") whose address is 2301 Main Ave., Durango, CO 81301, and the Regional Housing Authority of La Plata County, a Colorado Housing Authority, whose address is PO Box 2445, Durango, CO 81302 (hereinafter referred to as the "RHA") (and collectively, the "Parties").

RECITALS

WHEREAS, the RHA is in need of a third party to execute on Year Three of the La Plata County Three-Year Workforce Housing Investment Plan as set forth in Exhibit A and whereas the Alliance would provide those professional services necessary for project management of the following programs: Housing Catalyst Fund management; Catalyst Revolving Loan Fund support; grant writing; rental assistance program; Prop 123 management and project fast-tracking; public-private partnership facilitation; communications and outreach; strategy and operational support.

WHEREAS, it is the mutual desire of the Parties to set forth their understanding and agreement, in writing, with respect to said obligations:

NOW, THEREFORE, the parties agree as follows:

Retention of Contractor. RHA hereby retains the Alliance to provide certain Services on the terms herein provided.

1. Term of Agreement. Unless terminated earlier by either party hereto, the period during which Contractor shall provide services to RHA under this Agreement shall be from 1 January 2025 until 31 December 2025. This Agreement shall not automatically renew. Both the Alliance and RHA must agree to any renewal terms.

2. Termination. This Agreement may be terminated by either Party, with or without cause, by providing at least 90 days' written notice to the other Party.

RHA may terminate this Agreement immediately without prior notice if any of the following occurs:

- a. Contractor commits a material breach of any provision of this Agreement and thirty days' notice and an opportunity to cure, without curing lapses; or
- b. Contractor commits an act of fraud, dishonesty or any other act of gross negligent, reckless or willful misconduct in providing the services to the RHA violates any other provision of law; or
- c. Contractor fails to commence the work within the RHA calendar dates, Exhibit B, attached to the Contract or in the opinion of RHA the Contractor fails to perform the work with sufficient workers and equipment or with sufficient materials to assure the prompt completion of said work; or
- d. Contractor discontinues the work; or
- e. Contractor fails to resume work which has been discontinued within a reasonable time after notice to do so.

The Alliance may terminate this Agreement immediately without prior notice if any of the following occurs:

- a. RHA Board fails to communicate changes to Exhibit A; or
- b. RHA Board fails to provide direction, information, and other relevant information needed for the Alliance to provide services in Exhibit A;

Upon termination, RHA shall issue the Alliance any payments owed for the annual period, however prorated to the date of termination, and the Alliance shall return to RHA all of RHA property, correspondence and records (including copies of RHA computer files), and the parties shall thereafter be relieved from further obligations under this Contract.

3. Contractor's Duties. Contractor shall furnish the Services to RHA as described in Exhibit A, Scope of Services. The RHA agrees that it will at any time, and from time to time, execute and deliver all documents and instruments, and take all actions as may reasonably be required by the Alliance in order for the Alliance to effectuate and fully carry out its obligations in accordance with the terms of this Agreement. The Alliance is not responsible for incomplete Colorado Open Records Requests as a result of the RHA not having a centralized email system and prior lack of communication with the Alliance on behalf of the RHA Members regarding RHA business.

4. Compensation and Invoices. The compensation paid to the Contractor is to be paid on a schedule and at rates as described in Exhibit A. The Alliance's obligation to perform is condition on RHA payment.

5. Agreement to Perform Services as an Independent Contractor. It is understood through this contract that RHA is contracting with Contractor to provide specific services and this contract should in no way be interpreted that Contractor is an employee of RHA.

Contractor shall perform said services in its own way in the pursuit of its independent calling and not as an employee of RHA and shall be solely responsible for the means and methods and the proper performance of the services in compliance with the terms, requirements, and specifications of this Agreement. Contractor and any persons employed or retained by Contractor for the performance of services hereunder shall be independent contractors and not employees or agents of RHA. Contractor shall not be under the control of RHA or its employees as to the means or manner by which such result is to be accomplished.

Contractor shall have no claim against RHA hereunder or otherwise for vacation pay, sick leave, retirement benefits, social security, worker's compensation, health or disability benefits, unemployment insurance benefits, or employee benefits of any kind. Contractor shall be solely responsible for meeting all applicable withholding, tax, and insurance requirements.

6. *Notices.* Any notice this Agreement requires must be written and hand-delivered or sent by U.S. Certified mail, return receipt requested, to the parties at the address listed above and also via email, to the following e-mail addresses:

If to the Alliance: admin@yeslpc.com AND Sarah@yeslpc.com

If to RHA:

7. *Assignment.* Neither party shall have the right to assign this Agreement except with the express written consent of the other.

8. *Enforceability.* If any term or provision of this Agreement shall be adjudicated to be invalid, illegal or unenforceable, this Agreement shall be deemed amended to delete the term or provision thus adjudicated to be invalid, illegal or unenforceable and the validity of the other terms and provisions of this Agreement shall not be affected thereby so long as the purposes of this contract can be met.

9. *Governing Law and Enforcement.* The terms and conditions of this Agreement shall be construed, interpreted and enforced in accordance with the applicable laws of the State of Colorado. Any dispute concerning the performance or interpretation of the agreement which cannot be resolved by the designated points of contact or their immediate superiors shall be referred to the party's board of directors. If the matter is not resolved within 45 days after referral, either party may file legal action. If any legal action is necessary to enforce the terms and conditions of this Agreement, the parties agree that the jurisdiction and venue for bringing such action shall be in the appropriate court in La Plata County, Colorado.

10. *Entire Agreement.* The parties agree that this Agreement constitutes the entire Agreement between the parties and supersedes any and all prior oral representations, promises, covenants, understandings and other agreements, if any, between the parties and their agents, and this Agreement may not be modified in any manner except by an instrument in writing executed by both parties.

11. *Waiver.* No failure by either party to exercise any right it may have shall be deemed to be a waiver of that right or of the right to demand exact compliance with the terms of this Agreement.

12. *Construction.* This Agreement's final form resulted from review and negotiations among the parties and/or their attorneys and no part of this Agreement shall be construed against any party on the basis of authorship.

Signatory's Authority. Each person signing this Agreement in a representative capacity expressly represents that the signatory has the subject party's authority to so sign and that the subject party will be bound by the signatory's execution of this Agreement.

13. *Funding availability.* Financial obligations of the RHA and performance obligations of the Alliance are contingent upon annual appropriation of funds by their organizations to pay for the scope of work defined in this agreement. The Parties understand and accept that RHA obligations to make any payments, and the Alliance obligations to perform services are

contingent on annual appropriation of funds. The parties represent that funds have been appropriated for the initial term.

14. Third Party Beneficiaries. The parties to this Agreement do not intend to benefit any person not a party to this Agreement. No person or entity, other than the parties to this Agreement shall have any right, legal or equitable, to enforce any provision of this Agreement.

15. Breach of Contract. The prevailing party to any litigation arising out of this agreement shall be entitled to all costs of that action, including reasonable attorney's fees. Notwithstanding, neither party shall be liable for any damages for loss of profits, loss of revenues, loss of goodwill, loss of anticipated savings, loss of data or cost of purchasing, replacement services, or any indirect, incidental, special, consequential, exemplary or punitive damages arising out of its performance or failure to perform under this agreement. Additionally, any damages against the Alliance shall be capped at the amount of funds that the Alliance has received from the RHA during the fiscal year in which such liability or damage accrued.

16. Liability Insurance. The Alliance shall maintain its CIRSA insurance coverages in the amount presently held (at the time of execution of this Agreement) by the Alliance and RHA shall maintain its CIRSA insurance coverages during the term of this contract.

17. Indemnification. Each party, to the extent authorized by law, shall indemnify and hold the other harmless, their agents, employees, and Directors from and against any claim, damages, losses and expenses, including but not limited to attorney's fees and court costs, arising out of or related to that party's own failure to properly perform under this agreement, but only to the extent the failure to perform is caused in whole or in part by the negligent acts or omission of that party, or anyone directly or indirectly employed by that party, and so long as that party did not cause, in whole or in part, the other party not to properly perform. RHA to the extent authorized by law, shall indemnify and hold the Alliance harmless from any claims made against the Alliance arising from RHA's actions or inactions that are either negligent or a breach of their contract with others, including reasonable attorney's fees and court costs.

18. Intent. It is the intent of the Parties that all contractual and statutory obligations of the RHA remain those of the RHA and are not assigned to the Alliance and do not become the obligation of the Alliance. This Agreement does not create a joint venture or partnership or merger of the Parties. RHA is and shall remain a separate and distinct entity from the Alliance. The business operations of RHA shall in no way combine with the business operations of the Alliance. The role of the Alliance is merely to assist the RHA Board by supplying it with administrative support, meeting support, and book-keeping support, as set forth in this Agreement. The Alliance is not responsible for the RHA's actions or inactions.

19. Immunity. By executing this agreement, Alliance does not waive any immunity or limit liability contained in the Colorado Governmental Immunity Act, does not create a multi-year financial obligation, and does not create any other financial obligation not supported by a current appropriation.

List of Exhibits

Exhibit A | Scope of Services and Compensation

Exhibit B | Important Deadlines

Exhibit C | RHA Director Role

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement the day and year first above written.

Regional Housing Alliance of La Plata County

Title, Date

La Plata Economic Development Alliance

Title, Date

EXHIBIT A

Alliance 2025 Professional Services Scope of Work

Contract RHA Director Role (Exhibit C)

The Town of Ignacio on behalf of the RHA and the four government partners has been awarded a DOLA Local Capacity Grant as a direct initiative of Prop123 funding and project fast tracking. The RHA is seeking a Contract Director to increase the capacity of La Plata County's four jurisdictions to implement and meet the affordable housing goals of Proposition 123 and to assist with helping each municipality become aligned in their goals and strategies to meet the housing needs of their communities. The one-time DOLA funds are to be used to create infrastructure and build capacity.

Housing Catalyst Fund Management

The Housing Catalyst Fund (Catalyst Fund) is now an established fund and is intended to complement other funding sources that public partners may create, especially leveraging awarded funds in state grant applications and within the capital stack. The primary purpose of the Catalyst Fund is to identify projects that can have a substantial impact and provide financial assistance and incentives to create inventory. By utilizing public-private partnerships to jointly address housing throughout La Plata County the Alliance completed three rounds of Catalyst Grants totaling \$517,052 to help propel local workforce housing projects forward. The first round of funding is set to help build more than 464 units.

The Alliance will leverage the RHA programming monies to fund raise and seek grant monies to continue to develop the Catalyst Fund. To-date the fund has raised more than \$1M.

The Catalyst Fund - The Alliance will engage in Workforce Housing Density Planning with individual developers based on a created framework and metric to qualify projects to incentivize and offset specific planning costs related to workforce housing.

Objectives:

- Manage Catalyst Fund Committee
- Manage Catalyst Fund Working Group representing area housing industry leaders and partners
- Facilitate modifications and continue to ensure quality rubric of criteria for project approval and application process
- Continue to inventory projects and prioritize them
- Review and measure joint outcomes and adjust fundraising strategy around them
- Continue to fundraise for Catalyst Fund growing it to \$2M in 2025

Support S.T.E.E.R. Committee and Sustainable Funding Source

In response to various public conversations about these critical needs, the Alliance and RHA began exploring a public funding source in 2023. The Alliance worked with RHA board members

to identify and recruit members of the STEER Committee and facilitated multiple meetings in 2024 along with the efforts associated with La Plata County's 1A Ballot Initiative.

Objectives:

- Provide strategy support to RHA Contract Director
- Coordinate meeting space, outreach, and communications
- Facilitate public-private partnerships around STEER and sustainable funding sources

Rental Assistance Program Partnership

Rental is a significant pillar of workforce housing. Creating inventory is the ultimate objective but enabling the workforce to enter long term leases is something that can be addressed short term. The Alliance has started a pilot project and expects to leverage this and any other program a public partner may have to propagate a program to all areas in the County.

Objectives:

- Continue to help support the La Plata County Rental Assistance program through outreach and promotion

Prop 123 and Project Fast Tracking Support

The passage of Proposition 123 in 2022 created a new \$300-million-dollar state housing trust fund which became available to projects in the fall of 2023. All local governments in La Plata County opted-in for Prop 123 and will have the opportunity to apply for these new state funds for housing projects. However, each project will need to identify match funds to be competitive.

The Alliance will seek to coordinate with each public partner on what type of efficiencies in entitlement and planning can be gained for projects supported via the Catalyst Fund. The objective is to identify projects that align with community priorities and therefore have them on a "Fast Track" if certain parameters are met. There are indications that grants are going to ask for efficiencies and even provide funding to help with process improvement. It would benefit all public partners to have the same definition of workforce and affordable housing and for the County to begin work on this section of the land use code to be aligned with the other public partners as well.

Objectives:

- Alliance will continue to convene public and private partners on Prop 123 grant applications
- Alliance communicating between housing organizations and leaders and potential collaborations between the entities and/or funding opportunities
- Alliance will work with public partners to develop fast track opportunities as well as support DOLA Capacity Grant Scope of Work that includes the RFP and hiring of a policy and land use expert to review current RHA member land use code and provide best practices

Strategy and Operational Structure

The Alliance has stood up and continues to support the basic level of operational structure that is required to support the Board of Directors of the RHA. This is different from the administrative support and includes operational costs such as a physical location, a digital presence, a brand, and operational costs such as legal and insurance.

Objectives:

- Software - Google Workspace, Zoom, Zeck, Poll Everywhere, and Mailchimp
- Website management
- Audits and reports
- Any additional support services not detailed in the administrative services contract (dated December 14, 2023)

Additional Services:

The Alliance team may provide additional services needed by the RHA Contract Director including website administration and development, Housing Summit support, and Catalyst Revolving Loan Fund support. Alliance team members hourly costs to cover additional services are detailed under Cost of Services.

Cost of Additional Services:

The Alliance team will dedicate an average of 80 hours of support per month to the RHA. Anything above this threshold will be billed quarterly to the RHA at a rate indicated below depending on the position:

- Executive Director (\$76/hr)
- Business and Finance Director (\$52/hr)
- Communications Manager (\$39/hr)

Total Annual Professional Services Budget: \$120,000

Payment Schedule: \$10,000 paid to the Alliance on the first of each month.

EXHIBIT B

RHA Calendar of Important Deadlines

- No later than January 31: Adopted Budget filed with Department of Local Affairs
- January/February: Set audit date with Auditors (when applicable)
- March/April: Conduct audit (when applicable)
- No later than June 30: Audit must be complete
- May/June: Audit presentation to Board and Accept Audit.
- No Later than July 31: Audit must be filed with Office of the State Auditor August: CIRSA Insurance renewal application Sign and return by October 1
- No later than October 15: Proposed budget must be presented to RHA Board
 - Notice of Budget must be published in advance of October Board Meeting
- No later than December 15: RHA Board adopt annual Budget
 - Notice of Meeting must be published in advance of December Board Meeting

EXHIBIT C

Job Title: RHA Director

Employment Status: Full-time Regular or Contract

Location: Durango, Colorado

Organization: Regional Housing Alliance of La Plata County (RHA)

About the Organization:

The Regional Housing Alliance of La Plata County (RHA) is a collaborative organization dedicated to addressing the housing needs of the region. RHA works with local governments, non-profits, and the private sector to create and sustain affordable and workforce housing solutions. Our mission is to facilitate and support the preservation, rehabilitation, and development of appropriate affordable/attainable housing for the workforce essential to the long-term economic sustainability and resiliency of La Plata County and its communities.

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Key Responsibilities:

Strategic Leadership

- Develop and implement the strategic plan to advance the mission of the RHA.
- Lead initiatives to increase the availability of attainable and workforce housing in La Plata County.
- Foster partnerships with local governments, community organizations, and the private sector to promote housing development.

Fundraising and Resource Development

- Lead tax campaign to establish a sustainable funding source as a top priority in year 1
- Identify and pursue funding opportunities, including grants, donations, and partnerships.
- Develop and implement fundraising strategies to support the organization's **programs** and initiatives.

- Cultivate relationships with donors and funders to secure ongoing support.
- Manage the DOLA Local Capacity Grant, in conjunction with LPEDA, awarded to the Town of Ignacio on behalf of the Regional Housing Alliance (RHA) and its four government partners. Ensure compliance with grant requirements and alignment with Proposition 123's affordable housing goals.
- Collaborate with La Plata County's jurisdictions to increase infrastructure and capacity, supporting the alignment of affordable housing strategies. Utilize the one-time DOLA funds effectively to fast-track projects and meet community housing needs.

Community Engagement

- Serve as the primary spokesperson for the RHA, representing the organization at public meetings, conferences, and in the media.
- Build and maintain strong relationships with key stakeholders, including local government officials, community leaders, and residents.
- Engage with the community to identify housing needs and develop programs that address those needs.

Advocacy and Policy Development

- Advocate for policies and funding at the local, state, and federal levels that support attainable housing development.
- Work with policymakers and community leaders to develop and implement housing policies that benefit the region.
- Stay informed of trends and developments in housing policy and funding and apply that knowledge to RHA's work.

Organizational Management

- Oversee the day-to-day operations of the RHA, ensuring effective and efficient management of resources.
- Provide leadership and direction to a small contracted team of staff that includes administrative and operational capacity regarding the services in the LPEDA's Professional Services Agreement with the RHA, to assist with staffing gaps during a time of employee transitions.
- Develop and monitor the organization's budget, ensuring financial sustainability and accountability.

Qualifications

- Bachelor's degree in public administration, urban planning, business, or a related field

(Master's degree preferred).

- A minimum of 5 years of experience in housing development, public administration, or a related field, with at least 3 years in a leadership or management role.
- Strong understanding of attainable and workforce housing issues, particularly in rural and mountain communities.
- Proven track record of successful strategic planning, project management, and team leadership.
- Excellent communication and interpersonal skills, with the ability to build relationships and work collaboratively with diverse stakeholders.
- Experience in advocacy, policy development, and fundraising.
- Ability to manage multiple projects and priorities in a fast-paced environment.

Compensation

The salary for this position is competitive and commensurate with experience within the range of \$100,000-\$120,000 annually plus benefits and relocation stipend.

Application Process

Interested candidates should submit a cover letter, resume, and three professional references to rha@yeslpc.com by November 25, 2024. Applications will be reviewed on a rolling basis until the position is filled.

**AGREEMENT BETWEEN
LA PLATA ECONOMIC DEVELOPMENT ALLIANCE
AND
THE REGIONAL HOUSING ALLIANCE OF LA PLATA COUNTY**

THIS AGREEMENT (the "Agreement") is entered into this 14TH DAY OF DECEMBER 2023, by and between the LA PLATA ECONOMIC DEVELOPMENT ALLIANCE, (hereinafter referred to as the "ALLIANCE" or "Contractor") whose address is 2301 Main Ave., Durango, CO 81301, and the Regional Housing Authority of La Plata County, a Colorado Housing Authority, whose address is PO Box 2445, Durango, CO 81302 (hereinafter referred to as the "RHA") (and collectively, the "Parties").

RECITALS

WHEREAS, the RHA is in need of certain administrative support, meeting support, and bookkeeping services as set forth in Exhibit A and whereas the Alliance would provide those administrative, book-keeping, and meeting support services; and

WHEREAS, it is the mutual desire of the Parties to set forth their understanding and agreement, in writing, with respect to said obligations:

NOW, THEREFORE, the parties agree as follows:

1. *Retention of Contractor.* RHA hereby retains the Alliance to provide certain Services on the terms herein provided.
2. *Term of Agreement.* Unless terminated earlier by either party hereto, and subject to early termination in the event of non-appropriation, the period during which Contractor shall provide services to RHA under this Agreement shall be from **1 January 2024** until **31 December 2025**. This Agreement shall not automatically renew. Both the Alliance and RHA must agree to any renewal terms.
3. *Termination.* This Agreement may be terminated by either Party, with or without cause, by providing at least 90 days' written notice to the other Party.
4. *RHA may terminate this Agreement immediately without prior notice if any of the following occurs:*
 - a. Contractor commits a material breach of any provision of this Agreement and thirty days' notice and an opportunity to cure, without curing lapses; or
 - b. Contractor commits an act of fraud, dishonesty or any other act of gross negligent, reckless or willful misconduct in providing the services to the RHA violates any other provision of law; or
 - c. Contractor fails to commence the work within the RHA calendar dates, Exhibit B, attached to the Contract or in the opinion of RHA the Contractor fails to perform the work with sufficient workers and equipment or with sufficient materials to assure the prompt completion of said work; or
 - d. Contractor discontinues the work; or

- e. Contractor fails to resume work which has been discontinued within a reasonable time after notice to do so.

The Alliance may terminate this Agreement with 30 days' prior notice if any of the following occurs:

- a. RHA Board fails to communicate changes to Exhibit B; or
- b. RHA Board fails to provide direction, information, and other relevant information needed for the Alliance to provide services in Exhibit A; or
- c. RHA Board fails to notify the Alliance on meetings or gatherings of Board Members outside of Exhibit B.

Upon termination, RHA shall issue the Alliance any payments owed for the annual period, however prorated to the date of termination, and the Alliance shall return to RHA all of RHA property, correspondence and records (including copies of RHA computer files), and the parties shall thereafter be relieved from further obligations under this Contract, except for provisions concerning governing law and enforcement, indemnification, and shall maintain confidentiality of RHA passwords, bank accounts, work product, contracts and otherwise maintain confidentiality as per RHA policies, which shall survive termination..

- 4. *Contractor's Duties.* Contractor shall furnish the Services to RHA as described in Exhibit A, Scope of Services. The RHA agrees that it will at any time, and from time to time, execute and deliver all documents and instruments, and take all actions as may reasonably be required by the Alliance in order for the Alliance to effectuate and fully carry out its obligations in accordance with the terms of this Agreement. The Alliance is not responsible for incomplete Colorado Open Records Requests that result from RHA previously not having a centralized email system and any prior lack of communication with the Alliance on behalf of the RHA Members regarding RHA business.
- 5. *Compensation and Invoices.* The compensation paid to the Contractor is to be paid on a schedule and at rates as described in Exhibit A. The Alliance's obligation to perform is condition on RHA payment.
- 6. *Agreement to Perform Services as an Independent Contractor.* It is understood through this contract that RHA is contracting with Contractor to provide specific services and this contract should in no way be interpreted that Contractor is an employee of RHA.

Contractor shall perform said services in its own way in the pursuit of its independent calling and not as an employee of RHA and shall be solely responsible for the means and methods and the proper performance of the services in compliance with the terms, requirements, and specifications of this Agreement. Contractor and any persons employed or retained by Contractor for the performance of services hereunder shall be independent contractors and not employees or agents of RHA. Contractor shall not be under the control of RHA or its employees as to the means or manner by which such result is to be accomplished.

Contractor shall have no claim against RHA hereunder or otherwise for vacation pay, sick leave, retirement benefits, social security, worker's compensation, health or disability benefits, unemployment insurance benefits, or employee benefits of any kind. Contractor shall be solely responsible for meeting all applicable withholding, tax, and insurance requirements.

7. *Notices.* Any notice this Agreement requires must be written and hand-delivered or sent by U.S. Certified mail, return receipt requested, to the parties at the address listed above and also via email, to the following e-mail addresses:

If to the Alliance: admin@yeslpc.com AND Sarah@yeslpc.com

If to RHA: rzbak82@outlook.com AND MPorter-Norton@lpcgov.org

8. *Assignment.* Neither party shall have the right to assign this Agreement except with the express written consent of the other.
9. *Enforceability.* If any term or provision of this Agreement shall be adjudicated to be invalid, illegal or unenforceable, this Agreement shall be deemed amended to delete the term or provision thus adjudicated to be invalid, illegal or unenforceable and the validity of the other terms and provisions of this Agreement shall not be affected thereby so long as the purposes of this contract can be met.
10. *Governing Law and Enforcement.* The terms and conditions of this Agreement shall be construed, interpreted and enforced in accordance with the applicable laws of the State of Colorado. Any dispute concerning the performance or interpretation of the agreement which cannot be resolved by the designated points of contact or their immediate superiors shall be referred to the party's board of directors. If the matter is not resolved within 45 days after referral, either party may file legal action. If any legal action is necessary to enforce the terms and conditions of this Agreement, the parties agree that the jurisdiction and venue for bringing such action shall be in the appropriate court in La Plata County, Colorado.
11. *Entire Agreement.* The parties agree that this Agreement constitutes the entire Agreement between the parties and supersedes any and all prior oral representations, promises, covenants, understandings and other agreements, if any, between the parties and their agents, and this Agreement may not be modified in any manner except by an instrument in writing executed by both parties.
12. *Waiver.* No failure by either party to exercise any right it may have shall be deemed to be a waiver of that right or of the right to demand exact compliance with the terms of this Agreement.
13. *Construction.* This Agreement's final form resulted from review and negotiations among the parties and/or their attorneys and no part of this Agreement shall be construed against any party on the basis of authorship.
14. *Signatory's Authority.* Each person signing this Agreement in a representative capacity expressly represents that the signatory has the subject party's authority to so sign and that the subject party will be bound by the signatory's execution of this Agreement.
15. *Funding availability.* Financial obligations of the RHA and performance obligations of the Alliance are contingent upon annual appropriation of funds by their organizations to pay for the scope of work defined in this agreement. The Parties understand and accept that RHA obligations to make any payments, and the Alliance obligations to perform services are contingent on annual appropriation of funds. The parties represent that funds have been appropriated for the initial year of this agreement.
16. *Third Party Beneficiaries.* The parties to this Agreement do not intend to benefit any person


not a party to this Agreement. No person or entity, other than the parties to this Agreement shall have any right, legal or equitable, to enforce any provision of this Agreement.

17. *Breach of Contract.* The prevailing party to any litigation arising out of this agreement shall be entitled to all costs of that action, including reasonable attorney's fees. Notwithstanding, neither party shall be liable for any damages for loss of profits, loss of revenues, loss of goodwill, loss of anticipated savings, loss of data or cost of purchasing, replacement services, or any indirect, incidental, special, consequential, exemplary or punitive damages arising out of its performance or failure to perform under this agreement.
18. *Liability Insurance.* The Alliance shall maintain its Pinnacol insurance coverages in the amount presently held (at the time of execution of this Agreement) by the Alliance and RHA shall maintain its CIRSA insurance coverages during the term of this contract.
19. *Indemnification.* Each party, to the extent authorized by law, shall indemnify and hold the other harmless, their agents, employees, and Directors from and against any claim, damages, losses and expenses, including but not limited to attorney's fees and court costs, arising out of or related to that party's own failure to properly perform under this agreement, but only to the extent the failure to perform is caused in whole or in part by the negligent acts or omission of that party, or anyone directly or indirectly employed by that party, and so long as that party did not cause, in whole or in part, the other party not to properly perform.
20. *Intent.* It is the intent of the Parties that all contractual and statutory obligations of the RHA remain those of the RHA and are not assigned to the Alliance and do not become the obligation of the Alliance. This Agreement does not create a joint venture or partnership or merger of the Parties. RHA is and shall remain a separate and distinct entity from the Alliance. The business operations of RHA shall in no way combine with the business operations of the Alliance. The role of the Alliance is merely to assist the RHA Board by supplying it with administrative support, meeting support, and bookkeeping support, as set forth in this Agreement. The Alliance is not responsible for the RHA's actions or inactions.
21. *Immunity.* By executing this agreement, RHA does not waive any immunity or limit liability contained in the Colorado Governmental Immunity Act, does not create a multi-year financial obligation, and does not create any other financial obligation not supported by a current appropriation.

List of Exhibits

- Exhibit A - Scope of Services and Compensation
- Exhibit B - RHA Meeting Schedule
- Exhibit C - RHA Calendar

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement the day and year first above written.



Patrick Vaughn, Regional Housing Alliance of La Plata County

PRESIDENT 12/19/2023
Title, Date



Mike French, La Plata Economic Development Alliance

EXECUTIVE DIRECTOR 12-19-23

Title, Date

EXHIBIT A
SCOPE OF SERVICES & COMPENSATION

Administrative Services are limited to:

- Filing any necessary papers at RHA Board's direction to renew RHA's insurance policy(s) in the amount including errors and omissions coverage, to ensure no lapse in coverage, the costs of the same to be paid by RHA.
- Collecting and opening mail and email correspondence forwarded by RHA to the Alliance and forwarding the correspondence to RHA's Board President and Executive Committee. The Alliance will reasonably assist RHA in transmitting RHA Board responses to correspondence.
- Supporting RHA Board Meetings set forth in Exhibit B, which shall include the following:
 - Per the direction of the RHA Board President, creating an agenda and supporting documentation.
 - Distributing the agenda to the Board.
 - Taking minutes and drafting minutes of the meeting which will be at the following regularly scheduled Board Meeting.
- Maintaining RHA board meeting minutes and financial records obtained during the time of this Agreement. The Alliance does not know the status of the RHA's records prior to the original contract execution date hereof and is not responsible therefor.
- The Alliance shall be the official Custodian of the RHA's records. The Alliance will assist RHA in responding to any record requests made of the organization under applicable Colorado law. The cost of the same, including the payment of any necessary legal fees or court costs in complying with same or replying to record requests, shall be promptly paid by RHA to the Alliance in addition to the annual payments. Files provided by RHA to the Alliance shall be kept in a locked and secure location.
- Update bank signatories
- Posting public notices of meetings, budget hearings, and other items required by Colorado Revised Statutes.
- Assisting RHA in meeting its deadlines as specified in Exhibit C: RHA Calendar.
- 40 hours of support for grant writing

Bookkeeping Services limited to:

- Providing bookkeeping services utilizing GAAP accounting processes
- Maintaining RHA books in QuickBooks from date of execution of this Agreement.

- Providing financial statements including Balance Sheet, Profit & Loss, and Budget to Annual statements to the RHA Board in the Board Packets
- Assist the RHA Board in scheduling the annual audit, as necessary, to be performed by an Audit Firm selected by RHA Board. Facilitate the audit by providing records in its possession as requested. Costs of audit and auditor contract to be the responsibility of the RHA Board.
- Assist RHA in complying with their audit and auditor's requests for information
- Assisting the RHA Board in preparing an annual budget for approval by the Board, when approved by the RHA Board file the budget and budget amendments with any additional agencies or persons as directed by RHA.
- File financial paperwork on behalf of the RHA with the State.
- Meet with RHA Treasurer to review financials as needed.

Administration and Bookkeeping Services provided in this scope of work shall include labor costs, rent, liability insurance, utilities, telephone, office supplies, and computer hardware and software. Other costs that the RHA may incur including, but not limited, to legal fees and costs, audit fees, PO Box costs, postage, mileage and travel (as authorized by the RHA Board), liability insurance renewal, payment of RHA Vendors and RHA invoices, are the responsibility of the RHA.

RHA shall pay the Alliance \$23,920 for Fiscal Year 2024, and \$23,920 for Fiscal Year 2025, subject to annual appropriation.

If additional work is requested above and beyond what is listed in this Scope of Work, the hourly rate shall be: \$51.00/hour, billed at 15-minute increments.

EXHIBIT B

Regular Meeting Schedule

At the December 14, 2023 Board Meeting, the Board approved a regular meeting schedule on the second Thursday of every month from 2-4 pm. The following are dates for 2024. Any dates may be cancelled or rescheduled due to proximity of a federal holiday. 2025 meeting dates will be set by the RHA Board.

January 11, 2024

February 8, 2024

March 14, 2024

April 11, 2024

May 9, 2024

June 13, 2024

July 11, 2024

August 8, 2024

September 12, 2024

October 10, 2024

November 14, 2024

December 12, 2024

EXHIBIT C

RHA Calendar of Important Dates

No later than January 31: Adopted Budget filed with Department of Local Affairs

January/February: Set audit date with Auditors (when applicable)

March/April: Conduct audit (when applicable)

May/June: Audit presentation to Board and Accept Audit

- No later than June 30, audit must be complete

No Later than July 31: audit must be filed with Office of the State Auditor August:

CIRSA Insurance renewal application

- Sign and return by October 1

No later than October 15: Proposed budget must be presented to RHA Board

- Notice of Budget must be published in advance of October Board Meeting

No later than December 31: RHA Board adopt annual Budget

- Notice of Meeting must be published in advance of December Board Meeting

**AMENDMENT TO FUNDING AGREEMENT FOR
THE REGIONAL HOUSING ALLIANCE OF LA PLATA COUNTY**

THIS AMENDMENT TO FUNDING AGREEMENT FOR THE REGIONAL HOUSING ALLIANCE OF LA PLATA COUNTY (the “Agreement”) is entered by and between the Board of County Commissioners of La Plata County, Colorado whose address is 1101 E. 2nd Avenue, Durango, CO 81301 (hereafter “La Plata County”), the City of Durango, Colorado whose address is 949 E. 2nd Avenue, Durango, CO 81301 (hereafter “Durango”), the Town of Ignacio, Colorado, whose address is 540 Goddard Avenue, Ignacio, CO 81137 (hereafter “Ignacio”), the Town of Bayfield, Colorado whose address is 1199 Bayfield Parkway, Bayfield, CO 81122 (hereafter “Bayfield”), and the Regional Housing Alliance of La Plata County (hereafter the “RHA”) whose address is 2301 Main Ave, Durango, CO 81301 (collectively, the “Parties”).

RECITALS

- A. The Parties previously entered into a funding agreement through December 31, 2025, subject to earlier termination in the event of non-appropriation as provided in the funding agreement (“Funding Agreement”).

- B. The Parties wish to amend the Funding Agreement to increase 2025 funding obligations regarding annual appropriations for Calendar Year 2025 by that percentage equal to the change in the United States Bureau of Labor Statistics Consumer Price Index (CPI) for Denver-Aurora-Lakewood. However, because the Bureau of Labor Statistics releases the Denver-Aurora-Lakewood CPI figure annually around the end of February, the timing of its release makes it too late to use actual numbers for annual budget preparation by each of the Parties which must be completed in December each year. Accordingly, the Parties find it necessary to use current year forecasts which are made available quarterly through both the Governor’s Office of State Planning and Budgeting and the Colorado Legislative Council. The Parties will use the average of the second quarterly forecasts of 2024 for Calendar Year 2025.

NOW THEREFORE, for and in consideration of the mutual promises, covenants and obligations set forth herein, the Parties hereto agree to the following amendment to the Funding Agreement:

Paragraph 2.2, of the Funding Agreement is amended as follows.

2.2 2024 and 2025 Funding Obligations – Generally. Subject to the provisions of Section 4 herein regarding annual appropriations, the Parties agree to provide funding to the RHA for calendar years 2024 and 2025 in the amounts and proportions set forth above, except that for 2025, the amount each Party will fund shall be increased by the percentage equal to the change in the United States Bureau of Labor Statistics Consumer Price Index (CPI) for Denver-Aurora-Lakewood as forecast in the second quarterly forecast of 2024 by the Governor’s Office of State Planning and Budgeting and the Colorado Legislative Council.

The Parties will use the average of the second quarterly CPI forecast of the Governor's Office of State Planning and the Budgeting and the forecast of the Colorado Legislative Council for Denver-Aurora-Lakewood to arrive at the CPI increase to each Party for 2025.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on the date and year set forth below.

Dated this ____ day of _____, 2024

**BOARD OF COUNTY COMMISSIONERS
OF LA PLATA COUNTY, COLORADO**

Attest:

Deputy County Clerk

Matt Salka, Chair

ADDITIONAL SIGNATURES ON THE FOLLOWING PAGES

Dated this ____ day of _____, 2024

CITY OF DURANGO, COLORADO

Attest:

City Clerk

Jessika Buell, Mayor

ADDITIONAL SIGNATURES ON THE FOLLOWING PAGES

Dated this _____ day of _____, 2024

TOWN OF IGNACIO, COLORADO

Attest:

Town Clerk

Clark Craig, Mayor

ADDITIONAL SIGNATURES ON THE FOLLOWING PAGES

Dated this _____ day of _____, 2024
COLORADO

TOWN OF BAYFIELD,

Attest:

Town Clerk

Tom Au, Mayor

ADDITIONAL SIGNATURE ON THE FOLLOWING PAGE

Dated this _____ day of _____, 2024

**REGIONAL HOUSING ALLIANCE
OF LA PLATA COUNTY**

Attest:

By: _____
Title: _____

Regional Housing Alliance of La Plata County



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2025 Budget Draft at 10/15/2024

formula cells

<u>Budget Year</u>	<u>2022 Actual</u>	<u>2023 Actual</u>	<u>2024 Budget Approved (Dec 2023)</u>	<u>2024 Budget, Amended (June 2024)</u>	<u>2024 Projected</u>	<u>2025 Draft Budget</u>	<u>2025 Budget Notes</u>	<u>2024 Budget Notes when amended in June</u>
Beginning Fund Balance - unrestricted	\$ 265,210	\$ 223,055	\$ 228,841	\$ 228,841	\$ 228,841	\$ 1,185,440		
Revenue								
Member Contributions		\$ 225,000	\$ 225,000	\$ 261,600	\$ 261,600	\$ 230,850		pulls from below
Donations				\$ 963,552	\$ 963,552			DIDF received March plus \$25,000 expected final pmt
Sponsorships				\$ 21,000	\$ 21,000	\$ 21,000	Housing Summit sponsors	
Fee Income				\$ 2,206	\$ 2,741	\$ 7,000	Housing Summit registrations	
Interest Income (bank accounts)	\$ 76	\$ -	\$ -	\$ 8,300	\$ 14,621	\$ 360		on DIDF funds prior to grants out
Interest Income - RLF					\$ 4,844	\$ 16,625	1.75% interest rate on \$950,000 disbursed through RLF	
Grants					\$ 24,970		CHFA grant for needs assessment	
Grants (In Kind 2024, 2025)		\$ -	\$ -	\$ 64,133	\$ 47,900	\$ 144,500	This grant is flowing through Town of Ignacio; In Kind to RHA	DOLA Local Planning Capacity Grant (RHA administer; Ignacio is fiscal sponsor); est spend 1/3 2024, 2/3 2025
Total Revenue	\$ 76	\$ 225,000	\$ 225,000	\$ 1,320,791	\$ 1,341,228	\$ 420,335		
Expenses								
Project Costs - IGA Funded								
Project Cost - Grant Funded (In Kind 2024,2025)		\$ -	\$ -	\$ 14,133	\$ 47,900	\$ 144,500	This grant is flowing through Town of Ignacio - In Kind to RHA	DOLA Capacity Grant expenses less 50,000 to Alliance for increased housing services
Grant Matches		\$ -	\$ -	\$ 12,827	\$ 11,975		see RHA Director line	DOLA Capacity Grant match comes from LPEDA contract
Admin Contract (LPEDA)	\$ 21,700	\$ 22,800	\$ 23,920	\$ 23,920	\$ 23,920	\$ 23,920		
Audit Fees	\$ 7,300	\$ 5,200	\$ 6,500	\$ 8,500	\$ 8,500	\$ 9,200		adjust to actual
Legal Fees	\$ 4,097	\$ 4,445	\$ 3,500	\$ 3,500	\$ 7,500	\$ 5,000		
Loan Service Fees					\$ 754	\$ 2,375	0.25%	
Web Maintenance		\$ -	\$ 1,248	\$ 1,248	\$ 250	\$ 5,000		

Regional Housing Alliance of La Plata County



formula cells

2025 Budget Draft at 10/15/2024

formula cells

Budget Year	2022 Actual	2023 Actual	2024 Budget Approved (Dec 2023)	2024 Budget, Amended (June 2024)	2024 Projected	2025 Draft Budget	2025 Budget Notes	2024 Budget Notes when amended in June
Professional Services Housing Strategy (LPEDA)	\$ 3,000	\$ 178,531	\$ 178,000	\$ 228,000	\$ 228,000	\$ 120,000		Alliance implementation work DIFD, DOLA Capacity grant subcontract coord, needs assessment coord
RHA Director (subcontract, part time to start)						\$ 40,000	position forms with DOLA Capacity grant through Town of Ignacio (2025 only); this budget line meets or exceeds grant match;	
Professional Services - Housing Assessment				\$ 25,000	\$ 25,000			
Liability Insurance	\$ 1,582	\$ 1,692	\$ 1,760	\$ 1,537	\$ 3,367	\$ 1,600		adjust to actual
General Operating (rent, utilities, office)		\$ 5,546	\$ 6,000	\$ 6,000	\$ 6,000	\$ 7,000		includes enhanced meeting management software
Training			\$ 4,000	\$ 4,000	\$ 6,100	\$ 4,000		
Outreach and Housing Summit	\$ 1,552		\$ 15,000	\$ 15,000	\$ 14,863	\$ 26,000	16,000 direct expense; 10,000 for Summit coordination	summit coordination work subcontracted; not part of LPEDA work
Misc	\$ 3,000	\$ 1,000	\$ 1,040	\$ 1,040	\$ 500	\$ 1,040		
Total Expenses	\$ 42,231	\$ 219,214	\$ 240,968	\$ 344,705	\$ 384,629	\$ 389,635		
Net	\$ (42,155)	\$ 5,786	\$ (15,968)	\$ 976,087	\$ 956,599	\$ 30,700		963552 is DIFD; Operating Net is \$12,535
Ending Fund Balance	\$ 223,055	\$ 228,841	\$ 212,873	\$ 1,204,927	\$ 1,185,440	\$ 1,216,140		
Fund Balance Reserve	\$ 1,267	\$ 6,576	\$ 7,229	\$ 10,341	\$ 11,539	\$ 11,689	This figure is 3% of actual/budgeted expenses	TABOR requirement is 3% of total expenses for the year to be held in reserve
Fund Balance Excess/Deficit	\$ 221,788	\$ 222,264	\$ 205,644	\$ 1,194,586	\$ 1,173,901	\$ 1,204,451		

** Member contributions - Board recommended split \$ 225,000 \$ 225,000

County	61%	\$ 137,250	\$ 137,250
City of Durango	32%	\$ 72,000	\$ 72,000
Bayfield	5%	\$ 11,250	\$ 11,250
Ignacio	2%	\$ 4,500	\$ 4,500
	100%	\$ 225,000	\$ 225,000

2025

\$ 140,819
\$ 73,872
\$ 11,543
\$ 4,617
\$ -
\$ 230,850

last revised:

10/15/24



November 4, 2025

TO: RHA Board of Directors

RE: Memorandum regarding the 2025 Housing Summit Date

OVERVIEW: Spring 2024: the Regional Housing Alliance (RHA) successfully hosted its inaugural housing conference, called “Coming Home: 1st Annual Southwest Housing Summit” on Tuesday, April 30, 2024, at the DoubleTree by Hilton Durango in the Ballroom Conference space. The event drew 125 attendees, from 10 counties, and featured 17 expert speakers.

This sold-out event encouraged collaboration and knowledge-sharing on affordable and attainable housing in Southwest (SW) Colorado. Attendees discussed community strengths, barriers to housing, and promising strategies for success. Supported by local sponsors such as the Durango Association of Realtors, the summit reinforced the RHA’s commitment to hosting a second event in 2025. This upcoming summit aims to deepen discussions around housing policy, lessons learned and best practices, sustainable funding sources, and ensuring that diverse community voices contribute to shaping effective housing solutions.

Building on the success of the first summit, the 2nd Annual SW Housing Summit will expand on the conference content and stimulate more comprehensive discussions on affordable and attainable housing strategies in the SW region. The summit goal is to enhance community engagement and collaboration by addressing feedback from the previous summit. For this summit, we plan to incorporate more discussions on policy improvement, provide greater networking opportunities, and delve deeper into specific housing challenges and addressing targeted needs in the housing continuum. This will serve as a platform for stakeholders to connect, share insights, and develop actionable strategies for addressing housing needs in their communities. Success will be measured through participant surveys, feedback sessions, and tracking the implementation of any discussed strategies.

BUDGET: The total 2025 budget for the 2nd Annual SW Housing Summit is estimated at \$28,000-\$30,000 with grant or sponsorship funds allocated for venue costs, speaker fees, materials, and outreach efforts to maximize participation. Through this initiative, the RHA aims to foster a more resilient community where affordable and attainable housing is accessible to all, ensuring the long-term economic sustainability of La Plata County and surrounding communities in SW Colorado.

DoubleTree by Hilton Durango:

- Hotel accommodations will be offered at government per diem rates and could hold up to 10 rooms
- The Ballroom Conference space (can hold comfortably 125 attendees) depending on room set up and could adjust to accommodate more
- The Ballroom has a \$2,000 rental fee, but will be waived with a minimum of \$5,000 catered food and beverage revenue.
- If food and beverage is less than \$5,000, the difference will be assessed as a room rental, not to exceed \$2,000. *Service fee, gratuity, and taxes not included in the food and beverage minimum.
- The Ballroom rental includes set up, use and break down of tables, chairs and stages

- Audio and Visual equipment is an additional charge*
- Note: The minimum was met for this year's housing summit and the conference room fee was waived*

PROPOSED DATES & TIME:

- Tuesday, April 29, 2025 OR
- Wednesday, April 30, 2025
- 7:30-6:30 p.m.

RECOMMENDATION: At this time, the DoubleTree by Hilton Durango has two possible dates that are available and staff is seeking direction from the RHA Board for availability and selection of a preferred date.

This will provide staff with next steps to secure the location and continue efforts for planning and seeking sponsorships for the 2025: 2nd Annual SW Housing Summit hosted by the RHA.

The Regional Housing Alliance (RHA) of La Plata County is a multi-jurisdictional agency created in 2004 by an Intergovernmental Agreement (IGA) between La Plata County, City of Durango, Town of Bayfield, and Town of Ignacio. The RHA's mission is to facilitate and support the preservation, rehabilitation, and development of appropriate affordable/attainable housing for the workforce essential to the long-term economic sustainability and resiliency of La Plata County and its communities.

(970) 828-HOME | P.O. Box 2445 Durango, CO 81302 | laplatahousing.colorado.gov