



REGIONAL LA  
HOUSING PLATA  
ALLIANCE COUNTY

## Agenda

RHA Board of Directors  
January 12<sup>th</sup> 2023 2:00- 4:00 p.m.

The Center for Innovation  
835 Main Ave Suite 225

<https://us06web.zoom.us/j/89868478748>

---

### A. Call Meeting to Order

### B. Introductions and Roll Call

1. Identification of any actual or perceived conflicts of interest

### C. Public Comment

### D. Approval of Agenda

### E. Consent Agenda

1. Approve the Consent Agenda
  - a) December Minutes
  - b) November Financial Statements

### F. Alliance Updates

1. Operations and Personnel updates – Mike French & Sarah Tober
2. Catalyst Fund Update – Mike French
3. Website Development – Mike French & Michelle Furi
4. Meeting Recording Posting Policy – J.J. Desrosiers
5. February Meeting Details – J.J. Desrosiers

### G. Decision Items

1. Resolution 2023-01 ~ Budget Appropriation – Mark Garcia
2. Housing Colorado Renewal – J.J. Desrosiers

### H. Discussion/Updates

1. Colorado Housing Update and Policy Committee – Mike Segrest & Marsha Porter-Norton
2. Fund Balance Policy – Kim Baxter
3. Development of a dashboard to gage progress of 617 unit goal – Marsha Porter-Norton

### I. Presentations and Engagement with Non-RHA Entities

### J. Member Updates

1. Town of Bayfield
2. City of Durango
3. Town of Ignacio
4. La Plata County
5. Member at Large

### K. Adjournment



## Agenda

RHA Board of Directors  
January 12<sup>th</sup> 2023 2:00- 4:00 p.m.

The Center for Innovation  
835 Main Ave Suite 225

<https://us06web.zoom.us/j/89868478748>

---

### A. Call Meeting to Order

### B. Introductions and Roll Call

1. Identification of any actual or perceived conflicts of interest

### C. Public Comment

### D. Approval of Agenda

### E. Consent Agenda

1. Approve the Consent Agenda
  - a) December Minutes
  - b) November Financial Statements

### F. Alliance Updates

1. Operations and Personnel updates – Mike French & Sarah Tober
2. Catalyst Fund Update – Mike French
3. Website Development – Mike French & Michelle Furi
4. Meeting Recording Posting Policy – J.J. Desrosiers
5. February Meeting Details – J.J. Desrosiers

### G. Decision Items

1. Resolution 2023-01 ~ Budget Appropriation – Mark Garcia
2. Housing Colorado Renewal – J.J. Desrosiers

### H. Discussion/Updates

1. Colorado Housing Update and Policy Committee – Mike Segrest & Marsha Porter-Norton
2. Fund Balance Policy – Kim Baxter
3. Development of a dashboard to gage progress of 617 unit goal – Marsha Porter-Norton

### I. Presentations and Engagement with Non-RHA Entities

### J. Member Updates

1. Town of Bayfield
2. City of Durango
3. Town of Ignacio
4. La Plata County
5. Member at Large

### K. Adjournment

## Section C – Public Comment

---

The Board welcomes public participation in the Board meetings. Individuals wishing to address the Board under Public Comment are asked to please notify either the Chair of the Board or the Clerk to the Board upon their arrival at the meeting. Public Comment will be taken as time permits. Comments shall be limited so that everyone may be heard. This item is limited to matters under the jurisdiction of the Board, which are not on the posted agenda and items which have not already been considered by the Board. The Board limits testimony on matters not on the agenda to 3 minutes per person and not more than 20 minutes total unless the Board approves an extended time as part of the agenda. No formal action may be taken at the meeting on matters addressed at Public Comment. Comments on matters on the current agenda will be taken following discussion of each item by the Board.

## Section D – Approval of Agenda

---

## Section E – Consent Agenda

---



**Meeting Minutes**

RHA Board of Directors

December 8, 2022, 2:00–3:30 p.m.

Center for Innovation, Durango

**A. MEETING CALLED TO ORDER** by chairwoman Kim Baxter at 2:05 pm (00:02:50)

**B. INTRODUCTIONS AND ROLL CALL** (00:03:11)

NAME	AFFILIATION	Attendance Drop Down
Marsha Porter-Norton	La Plata County	Present
Mike Segrest	La Plata County	Present
Kim Baxter	City of Durango	Present
Eva Henson	City of Durango	Present
Kathleen Sickles	Town of Bayfield	Present
Kristin Dallison	Town of Bayfield	Online
Mark Garcia	Town of Ignacio	Online
Clark Craig	Town of Ignacio	Online
Patrick Vaughn	Member at large	Present

Also in attendance:

- Will Wayland, Visit Durango
- Laurie Roberts, United Today, Stronger Tomorrow
- Michael French and J.J. Desrosiers, La Plata Economic Development Alliance
- Michelle Furi, La Plata Economic Development Alliance (online)
- Elizabeth Salkind, Housing Solutions of the Southwest (online)
- Laura Lewis Marchino and Shak Powers, Region 9 EDD(online)
- Rachel Taylor, Habitat for Humanity of La Plata County (online)
- David Liberman, RHA Attorney (online)
- Nikol Killian, Town of Bayfield (online)
- Lisa Bloomquist Palmer, HomesFund

All attendees introduced themselves.

**C. PUBLIC COMMENT** (00:04:17)

Laurie Roberts: reported being confused about the RHA placing a job opening for an Executive Director at \$150k and now awarding a contract to the LPEDA for a lesser amount. She was also confused about the role Project Moxie would play as a subcontractor. She said she doesn't understand how decisions are being made.

Marsha Porter-Norton Volunteered to speak with Ms. Roberts after the meeting and give her a thorough explanation. Kim Baxter encouraged Ms. Roberts to stay and listen to the LPEDA report as it will answer questions.

**D. APPROVAL OF AGENDA (00:08:30)**

No disclosure of conflicts of interest

**Mike Segrest motioned to approve the agenda, and Pat Vaughn seconded to approve the agenda. The motion passed unanimously by vote.**

**E. CONSENT AGENDA (00:09:10)**

- a) Minutes from Oct. 10, 2022
- b) Financial Statements through Oct. 31, 2022

**Pat Vaughn motioned, and Marsha Porter-Norton seconded to approve the consent agenda. The motion passed unanimously by vote.**

**F. DECISION ITEMS (00:09:30)**

**1. Funding IGA (00:09:35)**

It was noted that the version in the packet was different from the one handed out in person, which was sent out by Ms. Porter-Norton earlier in the day and contained minor revisions from the La Plata County Attorney. It was determined that the municipalities had already collected signatures on version 3 of the contract, and since there were no substantive changes in the new version, that version 3 should be adopted. The board agreed but reserved the option to add the lawyers' amendments later.

**Mike Segrest motioned, and Eva Hanson seconded to approve version 3 of the RHA Funding IGA. The motion passed unanimously.**

**2. Professional Services Contract with La Plata Economic Development Alliance (00:22:55)**

Mike French confirmed that the version before the board had been reviewed by all proper attorneys.

**Katie Sickles moved, and Mike Segrest seconded to approve the professional service contract for the Alliance. The motion passed unanimously.**

**3. 2023 Budget Resolution (00:24:25)**

Mike Segrest raised concerns about TABOR reserve requirements. The board discussed TABOR reserve at 3%. Mr. Garcia will adjust the reserve amount to be 3% of expenditures for the 2023 budget and the 2024, 2025 estimates. Mr. Segrest's concerns were satisfied.

**Marsha Porter-Norton motioned to approve Resolution 2022-01, Approving the 2022 RHA budget. Katie Sickles seconded. The motion passed unanimously.**



#### 4. Fund Balance Policy (00:33:10)

Ms. Baxter suggested considering a fund balance policy that keeps a minimum fund balance for the RHA to ensure operational costs are met. The issue was tabled but was flagged as something important to continue to discuss.

#### **No decision to be made**

**Admin Request:** please add an item to the January agenda regarding a fund balance policy

### G. DISCUSSION/UPDATES (00:41:28)

#### 1. Meeting Minutes and Locations Discussion (00:41:30)

Kim Baxter suggested removing any blank pages in the packets. She also suggested simplifying minutes to action and answer format and relying more on recordings for further details. The board agreed on both points. Recordings will be by request and not publicly posted until such time as the RHA has its own website and can revisit the issue.

**Admin Request:** please add an item to the January agenda regarding the website

#### 2. Community Outreach (00:45:29)

The board agreed that a one-page press release based on the scope of work from the Alliance under the new contract would be a good idea. The Alliance will expedite a draft for board members to review, but it does not require board approval. The press release should include information about a forthcoming website.

#### 3. RHA Policy Committee (00:47:55)

Marsha Porter-Norton asked if the board would like to have a formal policy committee since an informal one had existed previously but did not meet often. The board decided there is a role for RHA to lead the charge in terms of advocacy and policy. Colorado Housing was brought up as an avenue to pursue these goals; Mike Segrest volunteered to make contact with them.

**Admin Request:** please add an item to the January agenda regarding the Colorado Housing and Policy

#### 4. Meeting Location (00:52:30)

The board liked the idea of having a consistent meeting place for the purposes of public transparency and desired a good Zoom connection with excellent audio. The board instructed Mike French to find a suitable





location. Mr. French indicated that it would likely be the FLC Center for Innovation. Marsha Porter-Norton would like to be flexible about having field trips to all communities.

5. Use of grant revenue (00:57:19)

Resolved in budget discussion (Agenda Item F3).

6. Upcoming HB1304 and HB1377 Grants: Any Member Updates (00:57:45)

Ms. Henson led a discussion about two State of Colorado funding sources, HB1304 and HB 1377, and relayed that there was recently a webinar on the subject. Updates were given by several entities in the RHA which have submitted proposals under these two State programs. Mr. Henson said she believed information would come forth by the 12<sup>th</sup> regarding if Letters of Intent (LOIs) would be given approval for full grant submission. There were no action items.

**H. MEMBER UPDATES** (01:02:20)

1. Town of Bayfield (01:02:25)

Katie Sickles – Hopeful they will receive \$2.8 million for Cinnamon Heights. The site visit is complete, and the town is meeting with the HOA on Friday to discuss pre-fabs. The town will need to replat as well. They also received 28 applications for the Town Marshall and are considering a lodger's tax ballot measure *before* there is a hotel.

2. City of Durango (01:03:47)

Eva Henson – The grant matrix has been updated. The city received an award letter for HB 21-1271 Planning. It will be for studies relating to updating fair share and inclusionary zoning. Released the RFP for a consultant and/or legal team to help with that process. It will close on December 16<sup>th</sup>. Engaging with Roots Policy. The city adopted the 2023 budget, which includes a new position – the Housing Coordinator. The position will be posted today. The Animas Overlook Town Home lottery with HomesFund will take place for four income-restricted units. There are 57 applicants. The LOI for HB21-1271 was submitted on 9/1. 54 LOI's were submitted for 18.5M that DOLA is distributing. The city is being strategic about how it is applying. Notification from DOLA should be between December 8<sup>th</sup> and 12<sup>th</sup>.

Kim Baxter - in the recent election, the city asked to keep excess lodgers tax proceeds (as per TABOR), and the ballot measure was approved by 60%. Roughly \$600,000 is earmarked (one time) for housing. The city council sees this as an indication that there is a good opportunity to rewrite the lodger's tax to provide some long-term funds for housing.

Ms. Baxter will not be running for re-election, and Ms. Henson just had her one-year anniversary with the city and has procured 209 units which are more than the city has gotten since 2015.



**Admin Request:** A request was made to add an item to the January agenda regarding developing a dashboard to gauge the progress towards the goal of the 617 units laid out in the roots Roots strategy meeting.

3. Town of Ignacio (01:17:25)

Clark Craig – No substantive updates

4. La Plata County (01:17:36)

Marsha Porter-Norton and Mike Segrest – The County submitted an LOI to DOLA with three projects. The feedback from DOLA is that they would like to focus on improving the Westside Mobile Home Park to facilitate annexation. The current plan includes annexation into the city and adding an additional 20 units. The County sent out a NOFA of ARPA funding available for medium- to long-term solutions related to the unhoused issues.

5. Member at Large (01:22:15)

Patrick Vaughn – No substantive updates

**Admin Request:** Ms. Baxter requested to add an update from the Alliance as a permanent agenda item.

**Admin Request:** Marsha Porter-Norton requested that reallocated county loggers' tax be discussed in January regarding where that money could go. Possibility of forming an issue committee or a citizen group.

I. **MEETING ADJOURNED** at 3:31 pm. (01:30:00)



**Regional Housing Alliance of La Plata County**  
**Balance Sheet**  
As of November 30, 2022

	Nov 30, 22
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Operating Funds (Unrestricted)	
1000 · Operating Account	227,241.22
<b>Total Operating Funds (Unrestricted)</b>	227,241.22
<b>Total Checking/Savings</b>	227,241.22
<b>Other Current Assets</b>	
1400 · Prepaid Expenses	
1400.1 · Prepaid Liability Insurance	131.76
<b>Total 1400 · Prepaid Expenses</b>	131.76
<b>Total Other Current Assets</b>	131.76
<b>Total Current Assets</b>	227,372.98
<b>TOTAL ASSETS</b>	<b>227,372.98</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
2000 · Accounts Payable	1,152.00
<b>Total Accounts Payable</b>	1,152.00
<b>Total Current Liabilities</b>	1,152.00
<b>Total Liabilities</b>	1,152.00
<b>Equity</b>	
2053 · Unrestricted Net Assets	262,509.87
2054 · Reserved for Emergencies	2,700.00
Net Income	(38,988.89)
<b>Total Equity</b>	226,220.98
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>227,372.98</b>

# Regional Housing Alliance of La Plata County

## Profit & Loss Budget vs. Actual

January through November 2022

01/02/23

Accrual Basis

	Jan - Nov 22	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
3215 · EIAF Released from Restricted	0.00	200,000.00	(200,000.00)	0.0%
3000 · Unrestricted Revenues				
3216 · SIPA Digitization Grant	0.00			
3121 · Interest Income - Bank Accounts	76.26	250.00	(173.74)	30.5%
<b>Total 3000 · Unrestricted Revenues</b>	76.26	250.00	(173.74)	30.5%
<b>Total Income</b>	76.26	200,250.00	(200,173.74)	0.0%
<b>Expense</b>				
4010 · Advertising	1,552.74			
4062 · Computer Hardware & Software	0.00	888.00	(888.00)	0.0%
4080 · Liability Insurance	1,449.91	1,582.00	(132.09)	91.7%
<b>4315 · Professional Services</b>				
4327 · Prof'l Services - Digitization	3,000.00			
4398 · Prof'l Services - Admin Fee	19,800.00	22,800.00	(3,000.00)	86.8%
4005 · Prof Serv Audit Fees	7,300.00	6,000.00	1,300.00	121.7%
4322 · Prof'l Services- Legal Fees	2,962.50	11,000.00	(8,037.50)	26.9%
4315 · Professional Services - Other	0.00	160,000.00	(160,000.00)	0.0%
<b>Total 4315 · Professional Services</b>	33,062.50	199,800.00	(166,737.50)	16.5%
<b>6240 · Miscellaneous</b>	3,000.00	1,000.00	2,000.00	300.0%
<b>Total Expense</b>	39,065.15	203,270.00	(164,204.85)	19.2%
<b>Net Ordinary Income</b>	(38,988.89)	(3,020.00)	(35,968.89)	1,291.0%
<b>Net Income</b>	(38,988.89)	(3,020.00)	(35,968.89)	1,291.0%

# Regional Housing Alliance of La Plata County Profit & Loss Budget vs. Actual

01/02/23

Accrual Basis

November 2022

	Nov 22	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
3215 · EIAF Released from Restricted	0.00	0.00	0.00	0.0%
3000 · Unrestricted Revenues				
3121 · Interest Income - Bank Accounts	0.00	0.00	0.00	0.0%
<b>Total 3000 · Unrestricted Revenues</b>	0.00	0.00	0.00	0.0%
<b>Total Income</b>	0.00	0.00	0.00	0.0%
<b>Expense</b>				
4062 · Computer Hardware & Software	0.00	0.00	0.00	0.0%
4080 · Liability Insurance	131.81	0.00	131.81	100.0%
4315 · Professional Services				
4398 · Prof'l Services - Admin Fee	800.00	0.00	800.00	100.0%
4005 · Prof Serv Audit Fees	0.00	0.00	0.00	0.0%
4322 · Prof'l Services- Legal Fees	2,147.50	0.00	2,147.50	100.0%
4315 · Professional Services - Other	0.00	0.00	0.00	0.0%
<b>Total 4315 · Professional Services</b>	2,947.50	0.00	2,947.50	100.0%
6240 · Miscellaneous	0.00	0.00	0.00	0.0%
<b>Total Expense</b>	3,079.31	0.00	3,079.31	100.0%
<b>Net Ordinary Income</b>	(3,079.31)	0.00	(3,079.31)	100.0%
<b>Net Income</b>	(3,079.31)	0.00	(3,079.31)	100.0%

**Regional Housing Alliance of La Plata County**  
**Transaction List by Vendor**  
November 2022

Type	Date	Num	Memo	Account	Clr	Split	Debit	Credit
<b>Law Office of David Liberman</b>								
Bill	11/15/2022		Legal Services for July & October 2022	2000 · Accounts Paya...		4322 · Prof'l Ser...		995.50
Bill Pmt -Check	11/15/2022	3344	Legal Services for July & October 2022	1000 · Operating Acc...	X	2000 · Accounts...		995.50
Bill	11/30/2022	4208	Legal Services for July & October 2022	2000 · Accounts Paya...		4322 · Prof'l Ser...		1,152.00
<b>Region 9</b>								
Bill	11/15/2022		Invoice #111522	2000 · Accounts Paya...		4398 · Prof'l Ser...		800.00
Bill Pmt -Check	11/15/2022	3345	Invoice #111522	1000 · Operating Acc...	X	2000 · Accounts...		800.00

## Section F – Alliance Updates

---



---

**ELIGIBLE GOVERNMENTAL ENTITY AGREEMENT BETWEEN**  
**THE STATEWIDE INTERNET PORTAL AUTHORITY OF THE STATE OF COLORADO AND**  
La Plata Regional Housing Alliance

---

This Eligible Governmental Entity Agreement ("Agreement") by and between the Colorado Statewide Internet Portal Authority ("SIPA"), and La Plata Regional Housing Alliance ("EGE")

(each a "Party" and collectively "Parties"), is made and entered into on this 22 day of December, 2022.

**RECITALS**

WHEREAS, SIPA and EGE wish to enter into a cooperative agreement under which services can be provided at the discretion of both Parties; and

WHEREAS, pursuant to § 24-37.7-105 C.R.S., SIPA operates to provide electronic access for members of the public, state agencies, and local governments to electronic information, products, and services; and

WHEREAS, pursuant to §§ 24-37.7-102 and 24-37.7-104, C.R.S., SIPA operates as a political subdivision of the State of Colorado; and

WHEREAS, pursuant to § 24-37.7-104, SIPA is authorized to enter into agreements and contracts with state agencies and local governments, and all state agencies and local governments are authorized to enter into and do all things necessary to perform any such arrangements or contracts; and

WHEREAS, § 29-1-203, C.R.S., authorizes local governments to cooperate or contract with each other to provide any function or service lawfully authorized to each other; and

WHEREAS, SIPA provides for the dissemination, sharing, and use of information, products, and services via the internet; and

WHEREAS, neither Party is committing funds or required to perform services as part of this agreement; and



WHEREAS, SIPA has entered into certain contracts with its contractors to operate the Colorado.gov Portal and to provide an array of electronic information, products, and services via the internet (e.g., "Colorado Statewide Internet Portal Authority Portal Integrator Contract with Colorado Interactive, LLC", as may be amended (hereinafter "Master Contract") and "COPE Master Contract With Implementation Contractor to Support SaaS Collaboration, Office Productivity, & Email Solution" (hereinafter "COPE Contract") and other contracts to expand its array of electronic information, products, and services available to EGE; and

WHEREAS, SIPA will provide applications and services to EGE pursuant to Task Orders, Statements of Work, Work Orders; or any agreed-upon documentation under this Agreement; and

WHEREAS, a Task Order, Statement of Work, Work Order, or other agreed-upon documentation will be prepared for each application or service and mutually signed by SIPA and EGE;

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein, SIPA and EGE agree as follows:

1. EGE shall make available to SIPA electronic information maintained and owned by EGE as is necessary to complete the agreed-upon work as set forth in a Work Order, Task Order, Statement of Work, or any agreed-upon documentation under this Agreement. As mutually agreed upon in subsequent Work Orders, Task Orders, Statements of Work, or any other agreed-upon documentation under this Agreement, EGE will provide reasonable levels of support in placing online with SIPA certain EGE-owned electronic information, as mutually agreed by EGE and SIPA, with due regard to the workload and priorities of EGE and SIPA.
2. SIPA may, with the authorization of EGE, through the Portal, make public electronic information made available to it available to the general public, including EGE's public electronic information. The Parties agree to use their best efforts to provide adequate and uninterrupted service under the terms of this Agreement. However, neither Party shall be liable for interruption of service when the same shall be due to circumstances beyond the reasonable control of either Party, its agents or employees, including but not limited to unanticipated equipment malfunction, periodic maintenance or update of the computer systems upon which such EGE electronic information reside, or interruption of service due to problems with the Colorado statewide area network or due to problems with any telecommunications provider.
3. SIPA and EGE may enter into Task Orders, Purchase Orders, Statements of Work, or any agreed-upon documentation under this Agreement. Task Orders, Purchase Orders, Statements of Work, or any agreed-upon documentation under this Agreement shall describe specific Services and/or Applications to be provided to EGE. EGE acknowledges that Services and/or Applications are usually offered by SIPA's contractors. Task Orders, Purchase Orders, Statements of Work, or any agreed-upon documentation shall cover the purchase of goods and services from SIPA through the use of EGE funds. All Task Orders, Purchase Orders, Statements of Work, or any agreed-upon documentation involving EGE funds may be approved by the EGE official with authority to execute such agreement. Task Orders, Purchase Orders, Statements of Work, or any agreed-upon documentation shall contain specific time or performance milestones for SIPA's contractor(s), timelines for

completion of relevant Task Orders, Purchase Orders, Statements of Work, or any agreed-upon documentation, including design specifications and other criteria relevant to the completion of applicable Task Orders, Purchase Orders, Statements of Work, or any agreed-upon documentation, criteria and procedures for acceptance by EGE and remedying incomplete or inaccurate work for each phase of relevant Task Orders, Purchase Orders, Statements of Work, or any agreed-upon documentation.

4. SIPA shall be responsible for the operation of, and all costs and expenses associated with, establishing and maintaining electronic access to EGE electronic information, databases or other software applications, including (but without limitation) the cost of purchasing, developing, and maintaining programs used to interface with EGE software applications that provide access to EGE-owned electronic information, products, and services. EGE acknowledges SIPA may at its discretion use Contractors to perform certain obligations. EGE's maximum financial obligation for establishing and maintaining electronic access to EGE databases or other software applications shall be limited to the amount(s) set forth and appropriated pursuant to each individual Work Order, Task Order, Statement of Work, or any agreed-upon documentation under this Agreement.
5. Each Party shall have the right to terminate this Agreement by giving the other Party 10 days' written notice. Unless otherwise specified in such notice, this Agreement will terminate at the end of such 10-day period, and the liabilities of the Parties hereunder for further performance of the terms of this Agreement shall thereupon cease, but the Parties shall not be released from any duty to perform up to the date of termination. Work authorized under an individual Work Order, Task Order, Statement of Work or any other agreed-upon documentation under this Agreement, will be subject to the terms and conditions of that document.
6. None of the terms or conditions of this Agreement gives or allows any claim, benefit, or right of action by any third person not a party hereto. Nothing in this Agreement shall be deemed as any waiver of immunity or liability limits granted to SIPA or EGE by the Colorado Governmental Immunity Act or any similar statutory provision.
7. This Agreement (and related Task Orders, Work Orders, Statements of Work, and agreed-upon documentation) constitutes the entire agreement of the parties hereto and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended, modified, or changed, in whole or part, only by written agreement approved by each party.
8. Neither SIPA nor its contractors have responsibility for the accuracy or completeness of the electronic information contained within EGE's databases. SIPA and its contractors shall be responsible only for the accurate and complete transmission of electronic information to and from such EGE databases, in accordance with the specifications of any EGE-owned software. For the purposes of the Colorado Open Records Act, EGE shall at all times be the custodian of records. Neither SIPA nor its contractors shall be deemed to be either the custodian of records or the custodian's agent.
9. This Agreement and any written amendments thereto may be executed in counterpart, each of which shall constitute an original and together, which shall constitute one and the same agreement. Delivery of an executed signature page of this Agreement by facsimile

or email transmission will constitute effective and binding execution and delivery of this Agreement.

10. Confidential information for the purpose of this Agreement is information relating to SIPA's or EGE's research, development, trade secrets, business affairs, internal operations, management procedures, and information not disclosable to the public under the Colorado Open Records Act or some other law or privilege. Confidential information does not include information lawfully obtained through third parties, which is in the public domain, or which is developed independently without reference to a Party's confidential information. Neither Party shall use or disclose, directly or indirectly, without prior written authorization, any confidential information of the other. SIPA shall use its reasonable best efforts to ensure that its contractors protect EGE confidential information from unauthorized disclosure. Notwithstanding anything to the contrary herein, each Party acknowledges that given the subject matter of this Agreement, such Party shall not disclose confidential information of the other (whether in written or electronic form) to any third party, except as required by law or as necessary to carry out the specific purpose of this Agreement; provided, however, that if such disclosure is necessary, any third party who receives such confidential information shall also be bound by the nondisclosure provisions of this Section 10. Upon termination of this Agreement, the Parties shall return or destroy (at the other Party's request) all confidential information of the other and if such information is destroyed, each Party shall demonstrate evidence of such destruction to the other.

11. Miscellaneous Provisions

A. Independent Authority. SIPA shall perform its duties hereunder as an independent authority and not as an employee of EGE. Neither SIPA nor any agent or employee of SIPA shall be deemed to be an agent or employee of EGE. SIPA and its agents shall pay when due all required employment taxes and income tax and local head tax on any monies paid by EGE pursuant to this Agreement. SIPA acknowledges that SIPA and its employees or agents are not entitled to EGE employment or unemployment benefits unless SIPA or a third party provides such benefits and that EGE does not pay for or otherwise provide such benefits. SIPA shall have no authorization, express or implied, to bind EGE to any agreements, liability, or understanding except as expressly authorized by EGE. SIPA and its agents shall provide and keep in force workers' compensation (and provide proof of such insurance when requested by EGE) and unemployment compensation insurance in the amount required by law, and shall be solely responsible for the acts of SIPA, its employees and agents.

B. Non-discrimination. SIPA agrees to comply with the letter and the spirit of all applicable state and federal laws respecting illegal discrimination and unfair employment practices.

C. Choice of Law. The laws of the State of Colorado (except Colorado laws related to choice of law or conflict of law) and rules and regulations issued pursuant thereto shall be applied in the interpretation, execution, and enforcement of this Agreement. At all times during the performance of this Agreement, SIPA shall strictly adhere to all applicable federal and state laws, rules, and regulations that have been or may hereafter

be established. Any legal action related to this Agreement shall be brought in either a state or federal court within the City and County of Denver, Colorado.

D. Software Piracy Prohibition. No State or other public funds payable under this Agreement shall knowingly be used for the acquisition, operation, or maintenance of computer software in violation of United States copyright laws or applicable licensing restrictions. SIPA hereby certifies that, for the term of this Agreement and any extensions, SIPA has in place appropriate systems and controls to prevent such improper use of public funds. If EGE determines that SIPA is in violation of this paragraph, EGE may exercise any remedy available at law or equity or under this Agreement, including, without limitation, immediate termination of the Agreement and any remedy consistent with United States copyright laws or applicable licensing restrictions.

F. Notices. All notices required or permitted under this Agreement shall be in writing and delivered personally, by facsimile, by email or by first class certified mail, return receipt. If delivered personally, notice shall be deemed given when actually received. If delivered by facsimile or email, notice shall be deemed given upon full transmission of such notice and confirmation of receipt during regular business hours. If delivered by mail, notice shall be deemed given at the date and time indicated on the return receipt. Notices shall be delivered to:

If to SIPA:

**Statewide Internet Portal Authority**

**Attn:** EGE Administrator

**Street Address:** 1300 Broadway, Suite 440

**City, State, Zip:** Denver, CO 80203

**Phone:** (720) 409-5634

**Fax:** (720) 409-5642

**Email:** sipa@cosipa.gov

If to EGE:

**Attn:** EGE Administrator

**Street Address:** 1300 Broadway, Suite 440

**City, State, Zip:** Denver, CO 80203

**Phone:** 720-409-5634

**Fax:** 720-409-5642

**Email:** sipa@cosipa.gov

And/or

**Attn:**

**Street Address:**

**City, State, Zip:**

**Phone:**

**Fax:**

**Email:**

And to other address or addresses as the parties may designate in writing.

G: Third Party Beneficiary: EGE shall enjoy those rights of a third party as may be set forth expressly in any contract between SIPA and its contractors under which SIPA provides electronic information, products, and services to EGE, including the Master Contract Section 20.M., as may be amended.

H. Disputes. Any failure of either Party to perform in accordance with the terms of this Agreement shall constitute a breach of the Agreement. Any dispute concerning the performance of this Agreement which cannot be resolved at the operational level shall be referred to superior management and staff designated by each Party. Failing resolution at this level, EGE may ask the SIPA Board of Directors to address the dispute. If the dispute is not resolved after reference to the SIPA Board of Directors, the Parties may use whatever procedures may be available, including but not limited to termination of the Agreement.

This Agreement is entered into as of the day and year set forth above.

\_\_\_\_\_ Date: \_\_\_\_\_

Name: Ajay Bagal

Title:

Entity: Statewide Internet Portal Authority

DocuSigned by:  
*Sarah Tober*  
89056074CA09424...

Name: Sarah Tober

Date: December 22, 2022

Title: Housing Strategy Manager  
Entity: La Plata Regional Housing Alliance  
Address: 2301 Main Ave., Durango, CO 81301  
Phone: 512.758.9571  
Email: sarah@yes1pc.com

**Certificate Of Completion**

Envelope Id: 3824C366A8AF46FB861DA2CB90CE429D	Status: Sent
Subject: SIPA EGE Agreement - La Plata Regional Housing Authority	
Source Envelope:	
Document Pages: 7	Signatures: 1
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Enveloped Stamping: Enabled	Sharon Triik
Time Zone: (UTC-07:00) Mountain Time (US & Canada)	1300 Broadway
	Suite 440
	Denver, CO 80203
	sharon@cosipa.gov
	IP Address: 71.229.136.206


**Record Tracking**

Status: Original	Holder: Sharon Triik	Location: DocuSign
12/22/2022 11:46:56 AM	sharon@cosipa.gov	

**Signer Events**

Sarah Tober  
sarah@yeslpc.com  
Housing Strategy Manager  
La Plata Regional Housing Alliance  
Security Level: Email, Account Authentication (None)

**Signature**

DocuSigned by:  
  
89056074CA69424...  
Signature Adoption: Pre-selected Style  
Using IP Address: 72.249.250.169

**Timestamp**

Sent: 12/22/2022 11:50:50 AM  
Viewed: 12/22/2022 11:56:21 AM  
Signed: 12/22/2022 11:58:55 AM

**Electronic Record and Signature Disclosure:**  
Accepted: 12/22/2022 11:56:21 AM  
ID: 304a1aee-1f07-468e-8e33-5b66c2dfe8ef

Ajay Bagal  
ajay@cosipa.gov  
Statewide Internet Portal Authority  
Security Level: Email, Account Authentication (None)

Sent: 12/22/2022 11:58:56 AM

**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	12/22/2022 11:50:50 AM
Payment Events	Status	Timestamps





## **ELECTRONIC RECORD AND SIGNATURE DISCLOSURE**

From time to time, Colorado Statewide Internet Portal Authority (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through your DocuSign, Inc. (DocuSign) Express user account. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the "I agree" button at the bottom of this document.

### **Getting paper copies**

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. For such copies, as long as you are an authorized user of the DocuSign system you will have the ability to download and print any documents we send to you through your DocuSign user account for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

### **Withdrawing your consent**

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

### **Consequences of changing your mind**

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign "Withdraw Consent" form on the signing page of your DocuSign account. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use your DocuSign Express user account to receive required notices and consents electronically from us or to sign electronically documents from us.

### **All notices and disclosures will be sent to you electronically**

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through your DocuSign user account all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

**How to contact Colorado Statewide Internet Portal Authority:**

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: sipa@cosipa.gov

**To advise Colorado Statewide Internet Portal Authority of your new e-mail address**

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at sipa@cosipa.gov and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

In addition, you must notify DocuSign, Inc to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in DocuSign.

**To request paper copies from Colorado Statewide Internet Portal Authority**

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to sipa@cosipa.gov and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

**To withdraw your consent with Colorado Statewide Internet Portal Authority**

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your DocuSign account, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an e-mail to sipa@cosipa.gov and in the body of such request you must state your e-mail, full name, IS Postal Address, telephone number, and account number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

**Required hardware and software**

Operating Systems:	Windows2000 or WindowsXP
Browsers (for SENDERS):	Internet Explorer 6.0 or above
Browsers (for SIGNERS):	Internet Explorer 6.0, Mozilla FireFox 1.0, NetScape 7.2 (or above)
Email:	Access to a valid email account
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	<ul style="list-style-type: none"> <li>• Allow per session cookies</li> <li>• Users accessing the internet behind a Proxy Server must enable HTTP 1.1 settings via proxy connection</li> </ul>

\*\* These minimum requirements are subject to change. If these requirements change, we will provide you with an email message at the email address we have on file for you at that time providing you with the revised hardware and software requirements, at which time you will have the right to withdraw your consent.

**Acknowledging your access and consent to receive materials electronically**

To confirm to us that you can access this information electronically, which will be similar to

other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the "I agree" button below.

By checking the "I Agree" box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC RECORD AND SIGNATURE DISCLOSURES document; and
- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify Colorado Statewide Internet Portal Authority as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by Colorado Statewide Internet Portal Authority during the course of my relationship with you.

**Memorandum of Understanding and Lease agreement  
Between Regional Housing Alliance (RHA)  
and the Durango Chamber of Commerce**

This Lease is entered into December 19, 2022, between the Durango Chamber of Commerce (“Chamber”) and Regional Housing Alliance (“RHA”).

**Purpose**

The purpose of this agreement is to describe Lease between the RHA and Chamber regarding the RHA renting one office space at the Chamber building, 2301 Main, Durango, CO 81301 at Brookside Park, for \$350.00 per month for two years ending December 31, 2024. A deposit for \$700.00, first and last months rent to be paid January 1, 2023.

**Terms and Conditions**

The Chamber has agreed to lease one office space at the Chamber building to the RHA for two years, beginning at the starting date of January 1, 2023. The RHA and Chamber may extend the term of the potential lease upon mutual written agreement. RHA shall rent one individual office for two years, for one employee, for a monthly amount of \$350.00 per month. The RHA’s one employee will be able to park in Brookside parking lot located adjacent to the Chamber building, depending upon availability. RHA may have own access to the Chamber building. RHA will carry renter’s insurance and general liability insurance.

RHA can rent Chamber board room for \$35.00 per hour based on availability. RHA can place printed materials in lobby of Chamber as available.

Either party(s), in writing, may terminate the lease in whole, or in part, with 120 days’ notice and documented in a letter to the other party.

RHA to provide own internal phones, internet, wifi and technology requirements for business use, RHA to clean individual office and empty own trash.

**Scope of Services**

Chamber will provide office desk, chair, small table, two extra chairs, free standing shelves. Chamber to provide one key for building north entrance, security code for alarm system, and code for use of copier .10 per copy. Access to kitchen area to include sink, fridge, microwave, cabinets.

Chamber to serve as landlord to the RHA, maintaining the premises including: sewer connections, plumbing, electrical wiring, fiber to building, trash & recycling pickup, cleaning of common areas (bathrooms and lobby), and keeping sidewalk around building clean and free of snow and ice. RHA agrees to keep building and office in current condition and agrees to pay for any damages.

\_\_\_\_\_  
Jack Llewellyn, CEO, Durango Chamber of Commerce Date

\_\_\_\_\_  
Regional Housing Alliance Representative Date



Housing Colorado

Dear Housing Colorado Member,

Thank you for being a part of the Housing Colorado membership for the past year. Throughout 2022, it has been a joy and a pleasure to serve you and the entire affordable housing industry through our education, advocacy, and collaboration work. Your membership enables us to provide opportunities for learning about leading-edge topics of concern and to ensure your voice is heard in the halls of power.

Our work has been shaped by the membership of our organization and has led to some significant outcomes in 2022, that included:

- Supporting nine bills in the state legislature that were signed into law. These bills included six recommendations made by the Affordable Housing Transformational Task Force. Housing Colorado played an instrumental role in shaping those recommendations.
- Creating the new position of Housing Advocacy Manager. Ally Upton has held this position since June and has already made an impact helping local housing advocates be better equipped for their work in their communities.
- Holding our 2022 Housing Colorado Conference in Breckenridge, Colorado with over 700 people in attendance.

Housing Colorado works diligently each day to live into our vision that every Coloradan has a safe, healthy, quality, affordable home in a thriving community. We do this work with our commitment to dismantle systems and barriers that prevent people of color and marginalized individuals access to thriving, inclusive communities.

This year, we engaged in a process that began with input from you, our membership, and has led to a new strategic plan, the details of which we will be sharing near the start of the new year. We are excited to lean into new areas of work as well as improve upon our existing offerings. We also hope to connect with each of you over the course of the next several months. Please be on the lookout for an invitation to coffee or an online meeting from Housing Colorado staff.

We cannot go about our work without your support! **We encourage you to renew your 2023 Housing Colorado membership today.** Although your membership doesn't expire until December 31, 2022, renewing early ensure you won't miss out on any of the membership benefits:

- Member rates for forums, webinars, and the Eagle Awards Ceremony
- Complimentary postings and RFP announcements on the Housing Colorado job board
- For members-only monthly newsletter
- Policy and legislative updates during the Colorado General Assembly
- Conference registration discount

Renew your Housing Colorado membership now and stay connected to 300+ organizations and 3,000 housing professionals that share your values and mission.

If your organization remains at the same membership dues level, you can mail the attached invoice with payment, call 720-744-2251 with a credit card, or renew online by logging in to your membership account at [www.housingcolorado.org](http://www.housingcolorado.org). If your organization is at a new level, please contact Miranda at [miranda@housingcolorado.org](mailto:miranda@housingcolorado.org) or 720-744-2251 and we will send an adjusted invoice.

**2023 Dues Levels:**

Friend of Housing Colorado ..... \$70  
Consultant (1-2 member team) ..... \$155

*By Annual Revenue*

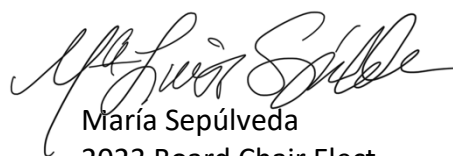
Level 1      \$500,000 and under ..... \$345  
Level 2      \$500,000 - \$1,000,000 ..... \$590  
Level 3      \$1,000,000 - \$5,000,000 ..... \$925  
Level 4      \$5,000,000 - \$10,000,000 ..... \$1,285  
Level 5      \$10,000,000 - \$20,000,000 ..... \$1,580  
Level 6      Over \$20,000,000 ..... \$2,420

We have much work to do – we need your support to develop, maintain, and preserve affordable housing for all Coloradans.

Sincerely,



Brian Cohen  
2022 Board Chair  
Director of Business Development  
Taylor Kohrs



María Sepúlveda  
2023 Board Chair Elect  
DEI Program Director - Americas  
Habitat for Humanity International



Housing Colorado

1981 Blake Street, Denver CO 80202

**Housing Colorado**

**Invoice**

Date	Invoice #
12/1/2022	300003162

Bill To
Jessica Laitsch Regional Housing Alliance of La Plata County 295 Girard St. Suite B Durango, CO 81303 United States

Member Information
Jessica Laitsch Regional Housing Alliance of La Plata County 295 Girard St. Suite B Durango, CO 81303 United States

PO	Terms	Due Date
	Due in 60 days	1/30/2023

Description	Amount
2023 Membership Dues Level 1	\$345.00
<b>Total</b>	\$345.00
<b>Balance Due</b>	\$345.00



---

**RESOLUTION NO. 2023-01**

(Pursuant to 29-1-108, C.R.S.)

**A RESOLUTION APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS AND SPENDING AGENCIES, IN THE AMOUNT AND FOR THE PURPOSE SET FORTH BELOW, FOR THE REGIONAL HOUSING ALLIANCE OF LA PLATA COUNTY, COLORADO, 2023 BUDGET YEAR**

**WHEREAS** the Regional Housing Alliance of La Plata County (RHA) has adopted the annual budget in accordance with the Local Government Budget Law, on December 8, 2021, and:

**WHEREAS**, the RHA has made provision therein for revenues in an amount equal to or greater than the total proposed expenditures as set forth in said budget, and:

**WHEREAS**, it is not only required by law, but also necessary to appropriate the revenues and reserves or fund balances provided in the budget to and for the purposes described below, therefore establishing a limitation on expenditures for the operations of the RHA, and;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Regional Housing Alliance of La Plata County, Colorado:

SECTION 1. That the following sums are hereby appropriated from the revenue of each fund to each fund for the purposes stated:

**GENERAL FUND:**

Current Operating Expenses \$ 824,000  
**TOTAL GENERAL FUND \$ 824,000**



ADOPTED, IN LA PLATA COUNTY, COLORADO this 12<sup>th</sup> day of January 2023.

BOARD OF DIRECTORS  
REGIONAL HOUSING ALLIANCE OF LA PLATA COUNTY

A handwritten signature mark consisting of a large 'X' shape, positioned above a horizontal line.

---

Kim Baxter,  
Board President



**RHA Meeting Minutes**

Board of Directors

January 12th, 2023, 2:00–3:42 pm.

Center for Innovation, Durango Colorado

**A. MEETING CALLED TO ORDER** by Chairwoman Kim Baxter at 2:03 pm (recording not started)

**B. INTRODUCTIONS AND ROLL CALL** (recording not started)

NAME	AFFILIATION	ATTENDANCE
Marsha Porter-Norton	La Plata County	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent <input type="checkbox"/> Online
Mike Segrest	La Plata County	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent <input type="checkbox"/> Online
Kim Baxter	City of Durango	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent <input type="checkbox"/> Online
Eva Henson	City of Durango	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent <input type="checkbox"/> Online
Kathleen Sickles	Town of Bayfield	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent <input type="checkbox"/> Online
Kristin Dallison	Town of Bayfield	<input type="checkbox"/> Present <input type="checkbox"/> Absent <input checked="" type="checkbox"/> Online
Mark Garcia	Town of Ignacio	<input type="checkbox"/> Present <input type="checkbox"/> Absent <input checked="" type="checkbox"/> Online
Clark Craig	Town of Ignacio	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent <input type="checkbox"/> Online
Patrick Vaughn	Member at large	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent <input type="checkbox"/> Online

**Others present:**

- o Mike French, LPEDA
- o Michelle Furi, LPEDA (Online)
- o J.J. Desrosiers, LPEDA
- o Sarah Tober, LPEDA
- o Nicol Killian, Town of Bayfield (online)
- o Laurie Roberts
- o Elizabeth Salkind (online)
- o Rachel Taylor-Saghie (online)
- o Shak Powers (online)
- o Visit Durango (online)

**No disclosure of actual or perceived conflicts of interest**

**C. PUBLIC COMMENT** (00:00:01)

Ms. Laurie Roberts took a moment to reintroduce herself to the Board and list her various affiliations in the community. She stated her desire to be clear and described herself as an advocate for increasing government capacity. She referenced Colorado’s Affordable Housing Transformational Taskforce, and shares their view that Colorado has a "once in a generation opportunity to transform its affordable housing system." Given this opportunity, she encouraged the Board to continue to think big and expand the RHA's offerings, perhaps even continuing the search for an Executive Director (in addition to or perhaps in place of the

contract with the La Plata Economic Development Alliance). She expressed her hope that this RHA would build up a portfolio of properties similar to other RHAs around the state and encouraged the Board not to focus their efforts on "trickle-down" policies.

**D. APPROVAL OF AGENDA** (00:02:10)

Chair Baxter proposed moving agenda item **G1: Resolution 2023-01** to immediately follow agenda item **E: Consent Agenda** to accommodate Board Treasurer Mark Garcia's need to depart from the meeting early as Mr. Garcia was sponsoring that resolution.

**Clark Craig motioned, and Marsha Porter-Norton seconded to approve the agenda with the proposed amendment. The motion passed without opposition by voice vote.**

**E. CONSENT AGENDA** (00:02:40)

**Patrick Vaughn motioned, and Mike Segrest seconded to approve the consent agenda. The motion passed without opposition by voice vote.**

**G 1. RESOLUTION 2023-1 ~ BUDGET APPROPRIATION – MARK GARCIA** (00:03:28)

2:08 pm: Through a poor connection, Mark Garcia outlined the resolution explaining that it appropriated funds for the 2023 budget. He explained that the resolution was a formality that should have been passed with the budget in December. Vice President Marsha Porter-Norton thanked the Economic Development Alliance and Mr. Garcia for their work on this resolution.

**Katie Sickles motioned, and Patrick Vaughn seconded to approve Resolution 2023-01. The motion passed without opposition by voice vote.**

Chair Baxter noted Director Eva Henson's arrival at the meeting.

**F. ALLIANCE UPDATES** (00:05:50)

1. OPERATIONS AND PERSONNEL UPDATES – MIKE FRENCH & SARAH TOBER (00:05:59)

Michael French, the Executive Director of the La Plata Economic Development Alliance (The Alliance), began by introducing Sarah Tober as their new Housing Strategy Manager, whose sole responsibility at the Alliance will be RHA projects. The Alliance has procured an office lease for Ms. Tober and the RHA at \$350 per month. The Alliance has similarly secured internet, phone, and P.O. Box services on behalf of the RHA, meaning that the RHA now has an operations presence.

Mr. French noted that the Office Lease was included in the board packet as well as an addendum to the lease that was made to keep the RHA compliant with TABOR laws after the packet had been published.

Sarah Tober introduced herself and gave an overview of her communications, advocacy, and community resilience background. Her prior work included two bills passed in the Texas legislature related to dark skies and scenic byways. She also has a history of working with REITs in real estate and a publicly traded student



housing firm. Ms. Tober expressed her excitement to live in Durango and her gratitude for the opportunity to work with the RHA.

2. CATALYST FUND UPDATE – MIKE FRENCH (00:09:14)

Mr. French explained that there is not much of an update. However, the Alliance is in the early stages of submitting a proposal for \$1-\$1.5 million in funding from a large foundation. However, it will probably be a few months before they hear back. Although they may not receive the total amount, Mr. French is optimistic and happy to provide the proposal to any directors who want to read it.

3. WEBSITE DEVELOPMENT – MIKE FRENCH & MICHELLE FURI (00:11:00)

Mr. French explained the contract with SIPA (the Statewide Internet Portal Authority) in the board packet, allowing the RHA to receive a ".gov" URL. The Alliance has also solicited a designer to help develop the new website.

Mr. French also asked the Board if the Alliance might explore new options for RHA logos as they build up the website. The Board agreed.

President Baxter asked whether the lease agreement and the SIPA contract would require board approval since they were with the RHA rather than the Alliance. After some clarification, the Board determined that board approval was, in fact, necessary for both documents. In the following discussion, Mayor Clark Craig caught a naming error in the SIPA contract, which the Board instructed the Alliance to correct. Director Mike Segrest had a question about what is provided under the contract. Mr. French clarified it would include hosting services, URL Registration, website frameworks, maintenance, and support at no cost to the RHA. Katie Sickles noted that the Town of Bayfield had used a SIPA website until recently, and while it was not particularly robust, it would probably work for the RHA's purposes.

**Mike Segrest moved, and Patrick Vaughn seconded to approve signing the lease agreement. The motion passed without opposition by voice vote.**

**Patrick Vaughn moved, and Katie Sickles seconded to approve signing the contract between RHA and SIPA. The motion passed without opposition by voice vote.**

Voting concluded, Sarah Tober resumed the updates and shared that the intended URL for the new website is "laplatahousing.gov." The Board inquired how people who do not know about the RHA might be able to find this website. Mr. French reassured the Board that keywords could be tied to the website and suggested spending a bit of money towards that end once the website is launched. The Board agreed and encouraged casting a wide net on keywords.

Eva Henson raised concerns about the phrase "RHA" not being included in the URL; Ms. Sickles responded that doing so might breed confusion with other regional housing *authorities*. Other ideas were floated for



URLs, and it was ultimately decided that Mr. French would obtain a number of URLs for the Board's consideration at a later date.

Mike Segrest noted that regional housing *authorities* traditionally work with low-income housing, which is significantly different from the focus of our organization. He emphasized that it will be essential to transition our image away from the negative associations of other RHAs.

J.J. Desrosiers noted Mark Garcia's departure from the Zoom call.

4. MEETING RECORDING POSTING POLICY – J.J. DESROSIERS (00:28:10)

J.J. Desrosiers, the Alliance's Program Manager, inquired what policy the Board would like to set regarding publicly posting recordings of their meetings. The Board approved posting visual/audio recordings of their meetings on the forthcoming website and instructed the Alliance to find a suitable means of doing so.

5. FEBRUARY MEETING DETAILS – J.J. DESROSIERS (00:30:45)

Mr. Desrosiers informed the Board that due to a venue scheduling conflict; February's board meeting will be held at the Durango Chamber of Commerce rather than the Center for Innovation. However, he clarified that all other Board meetings for the year 2023 *will* be held at the Center for Innovation on the second Thursday of every month at 2:00 pm.

**G. DECISION ITEMS** (00:32:43)

1. RESOLUTION 2023-1 ~ BUDGET APPROPRIATION – MARK GARCIA (00:03:28)

Item Moved

2. HOUSING COLORADO RENEWAL – J.J. DESROSIERS (00:32:45)

Mr. Desrosiers told the Board that Housing Colorado had solicited the RHA to renew its membership and that Housing Colorado's letter and invoice were included in the board packet. Mr. Desrosiers asked the Board how they would like staff to proceed. At the president's request, Eva Henson outlined the benefits of membership which included: webinars, conferences, a newsletter, job postings, RFPs, advocacy, outreach events, and more. Ms. Henson made a strong recommendation that the Board renew its membership.

**Katie Sickles motioned, and Eva Henson seconded to approve paying for and filing a membership renewal with Housing Colorado in the amount of \$345. The motion without opposition by voice vote.**

**H. DISCUSSION/UPDATES** (00:36:13)

1. COLORADO HOUSING UPDATE AND POLICY COMITY – MIKE SEGREST & MARSHA PORTER-NORTON (00:36:15)

Vice President Marsha Porter-Norton gave an update from two organizations, Colorado Counties, Inc. (CCI) and Counties & Commissioners Acting Together (CCAT), on several emerging bills. The first of the policies they had taken notice of were those attempting to change the assessment category of short-term rentals from residential to commercial and then there will be implementation steps since Proposition 123 was passed in the last statewide election. The second policy discussed was a proposed Statewide Housing Advisory Board to advise the legislature. The third was a policy to give governments the first right of refusal to buy affordable



housing in mobile homes. Ms. Porter-Norton especially highlighted emerging support for legislation that would give counties the authority to appropriate monies from non-traditional taxes to multi-jurisdictional housing authorities.

Following up, Mike Segrest outlined discussions at the state level for a land use bill that should be monitored. He thought that if these discussions gained steam, it might become necessary to speak out against it because of its potential to intrude into local governments' jurisdiction. Ms. Porter-Norton clarified that the Governor believes the current the affordable housing problem is really a zoning problem. Whether one agrees with that assessment or not she said, his potential "fixes" should be carefully examined as they come out in the form of a legislative bill in this session.

Director Pat Vaughn voiced his high concern at the right of first refusal idea because of its broad nature and ability to severely devalue real estate. He warned that the results could be disastrous depending on how the potential bill is written, and others noted that similar policies might already exist on the state level, and a lot depends on the intended purpose of such a bill. Mr. Vaughn brought up some corollaries between this potential bill and a California policy that allowed almost anyone to hold up development via lawsuit and thus drove prices way up. The Board discussed the concerns Mr. Vaughn raised and generally agreed that such policies should not extend beyond mobile homes. No formal policy direction or vote was taken.

2. FUND BALANCE POLICY – KIM BAXTER (00:45:40)

President Baxter requested that the Alliance research standard practices among other RHAs regarding fund balance policies and present their findings back to the Board.

3. DEVELOPMENT OF A DASHBOARD TO GAGE PROGRESS OF 617 UNIT GOAL - MARSHA PORTER-NORTON (00:46:08)

Marsha Porter-Norton asked Ms. Tober and the Alliance staff if developing a dashboard is something they could accomplish. The Board acknowledged that it would be a complicated process –although the data already exist in some form across the municipalities– but it would be an excellent way to show results to the community. The Board also agreed that a "pipeline graph" which tracks certain benchmarks would be a preferable format given the lengthy timeline of housing development. There was also a discussion on the definitions, criterium, and goals to be tracked.

Mike French agreed that the Alliance could and should work to develop a dashboard based on the Board's feedback. The Board agreed that this project would be a valuable service to the community.

**I. PRESENTATIONS AND ENGAGEMENT WITH NON-RHA ENTITIES**

None

**J. MEMBER UPDATES** (01:00:42)

**Note: The Board President opted to call on members for updates in reverse agenda order.**

1. TOWN OF BAYFIELD (01:33:00)

Katie Sickles followed up on the previous conversation by confirming that the Town of Bayfield is considering a ballot measure in November to approve their own lodger's tax. The town is also working on installing a light at the East intersection, which will do a lot to develop the area near Cinnamon Heights, Mustang Crossing, and Pine River Commons. The town has continued talks with the Cinnamon Heights HOA,



and there has been only minimal pushback on the use of factory build homes, which the RHA board agreed were unfounded. In total, with all the annexations and building projects, the population of Bayfield will probably double.

Bayfield was not asked to apply for the DOLA grant, but that has helped them identify some holes in their land use code, document management, and other processes that need to be updated. However, they did submit a Letter of Intent to apply for funds under HB22-1304 and HB22-1307 for Cinnamon Heights; and will apply on March 1<sup>st</sup>, 2023.

As a final update, Pat Vaughn added that Fading West Development would build a new factory in Denver to produce manufactured homes, demonstrating how integral modular building will be in the housing industry.

## 2. CITY OF DURANGO (01:17:46)

Eva Henson is finalizing the details of the City's DOLA application. Durango is one of three communities that might receive these funds; they have been asked to reduce their asking amount and are receiving well-boding feeding. The partnership with the Southern Ute Indian Tribe is what has been keeping this application competitive. Ms. Henson just came from a meeting with the Three Springs team to refine their project that will open up land for affordable housing. There is also a news update on the Best Western conversion project forthcoming. That project is experiencing some red tape delays due to a NEPA flood plains study. Since the building cannot be moved, Ms. Henson has a meeting scheduled with HUD, CHFA, and the developer to figure out how to proceed. The Board spoke for a while on their experience with NEPA restrictions and other red tape restrictions pertaining to the Best Western Project –Mr. Vaughn was vocal in his criticism of these types of steps that he feels drive up housing costs. However, Ms. Henson did note that her HUD representative in Washington DC has been extraordinarily helpful during this process.

The City also recently closed RFPs for an inclusionary zoning consultant but received no proposals. Therefore, Ms. Henson is working on finding an alternate arrangement with one of the City's preferred consulting firms to fulfill restrictions placed by DOLA.

Kim Baxter announced that the City Council approved expanding Ms. Henson's office. Ms. Henson added that she had finished interviews with housing coordinator candidates and looked forward to making an offer. Ms. Baxter also explained that the Council would have a retreat to identify the top 2-3 most relevant projects from their strategic plan to focus on. Their most significant issues center on discussions around a lodger's tax, a 2005 dedicated sales tax re-up, and where funding should come from. Ms. Baxter does not know what the Council will decide. However, she believes there is still time to get an initiative on the ballot if it is relatively simple.

When asked for clarification about the lodger's tax discussions, Ms. Baxter replied that a formula had been set a year or two ago as to how proceeds from the lodger's tax would be disbursed. However, the proceeds exceeded all expectations, which meant that some recipients –namely Visit Durango– are now receiving more funds that ever anticipated and that the City's original intent was no longer met. The discussions will revolve around how that intent can be reclaimed and determining what the distribution formula should be. Ms. Baxter also outlined some of the hypothetical reallocation structures being discussed.

The Board noted that it is important to differentiate between the County's, City's, and other entities' different lodger's taxes and that only the County Commissioners can place on the ballot a question about whether or not to reallocate the County's lodger's taxes, an idea that has been discussed.



**3. TOWN OF IGNACIO** (01:13:18)

Mayor Clark Craig informed the Board that Mark Garcia is pursuing funding for the Rock Creek property which would add forty units. Additionally, Timberage has opted to build in Three Springs instead of Ignacio because it gives them a better market. However, Mr. Craig believes that the community's bigger issue is natural gas prices. He explained that the town's prices have risen from \$5.44 in November to \$10.29 in December, and in January, it will be \$32.97. That means if your bill was \$108 in November, it would be \$659 in January if you use the same amount. The town is working with Southern Ute Utilities (the source of their natural gas) to see what can be done to alleviate these prices for those most affected. However, this phenomenon is present throughout the Southwest and is mainly driven by California, and the trends do not look good. The silver lining (from a government perspective) is that this will cause a dramatic uptick in tax revenue which may be able to alleviate those most affected. Even though it is not directly related to housing, it will indirectly affect renters, inflation, and homelessness.

**4. LA PLATA COUNTY** (01:06:53)

Mike Segrest updated the Board on the County's DOLA application process. They have been receiving mostly positive feedback from DOLA. Mr. Segrest also informed the Board that Elevation (the landowner) is similarly pursuing the funds under HB22-1304 and HB22-1377 and are being told by DOLA that they are subject to relocation provisions of federal law and thus must compensate the existing residents twice, once as a tenant and once as an owner even though they are making arrangements for relocation and not displacing any tenants. The Board expressed a high level of concern about this news and asked what could be done to avoid this excessive financial burden. Mr. Segrest did not have exact answers but was looking into the situation.

Marsha Porter-Norton referenced last year's RHA retreat, which recognized clearing up housing codes as a priority. Unfortunately, to date, La Plata County has been unable to make strides in this goal due to a lack of staff capacity in its planning department. However, the County has hired Kevin Hall as Interim Community Planning Director. The County has launched a national search for a new director and once that person is on board, assessing the County Code and developing new code(s) for affordable and workforce housing should be completed.

**5. MEMBER AT LARGE** (01:00:48)

Mr. Vaughn informed the Board that the updated grant matrix shows approximately \$8 million in grants being pursued across all four municipalities. Among these, the town of Bayfield has resubmitted an application for \$2.8 million under HB 22-1304 and HB 22-1307 for Cinnamon Heights.

Mr. Vaughn urged board members to view the new multifamily housing project under development behind the Home Depot. It is a modular development with units shipped down from Boise, Idaho. Mr. Vaughn considers this modular format to be the future of housing. It was also noted that fourteen of these eighty-nine new units would be rent-restricted. Eva Henson commented that this venture would likely serve as a template for others going forward, and there was general excitement from the Board about this project.

Mr. Vaughn also welcomed Sarah Tober and stressed that one of the prominent roles of the RHA is to raise and funnel funds, and identify options that other entities can take up. The RHA will have to rely heavily on Ms. Tober's leadership in fulfilling that role.

**K. MEETING ADJOURNED** by Chairwoman Kim Baxter at 3:42 pm (01:38:36)





**Zoom Recording:**

<https://us06web.zoom.us/rec/share/RdsAq50WrRIWpevgXe3kQwPBTtLvASoYMbFkruHx7J4VnP1BmGhBm0rw0xudCMbk.qdZsUnAy23cP38sk>

Passcode: =tCUK1A1

