



Agenda
RHA Board of Directors
October 12th 2023 – 2:00-4:00 p.m.

Durango Chamber of Commerce
2301 Main Ave Durango CO 81301
<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. Approval of Consent Agenda

1. September 2023 Minutes
2. September 2023 Financial Statements

F. Presentations and Engagement with Non-RHA Entities

G. Alliance Updates

1. Catalyst Fund Updates – Mike French
2. 2023 Goals Tracking – Sarah Tober
3. RHA Board Retreat – Sarah Schwartz
4. Workforce Development and Housing – Rosalinda Linares-Grey

H. Decision Items

1. PRO Housing Grant Application – Sarah Schwartz
2. National Forest Service Workforce Housing Feasibility Study – Sarah Tober
3. 5th Amended and Restated Bylaws Adoption – J.J. Desrosiers
4. Neighborworks Southern Colorado Consulting Partnership with HomesFund – Lisa Bloomquist
5. 2024 Budget – Mark Garcia
6. Housing Needs Assessment – Sarah Tober

I. Discussion/Updates

1. Grant Matrix – Sarah Schwartz
2. Prop 123 Updates – Eva Henson

J. Member Updates

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

K. Adjournment



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1. September 2023 Minutes (p. 2)
2. September 2023 Financial Statements (p. 10)

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RHA Meeting Minutes

Board of Directors

September 14th, 2023, 2:00–4:00 p.m.

Abel F. Attencio Room

570 Goddard Avenue, Ignacio, CO 81137

A. BOARD ATTENDED ROCK CREEK HOUSING PROJECT GROUNDBREAKING CEREMONY

B. MEETING CALLED TO ORDER by Chairman Vaughn at 2:14 p.m. (00:00:09)

Chair Vaughn expressed congratulations to the Town of Ignacio for their recent groundbreaking at Rock Creek and gratitude for the Board being invited to attend

C. INTRODUCTIONS AND ROLL CALL (00:00:28)

NAME	AFFILIATION	ATTENDANCE		
VC Marsha Porter-Norton	La Plata County, Commissioner	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent	<input type="checkbox"/> Online
Kevin Hall	La Plata County, Deputy Manager	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent	<input type="checkbox"/> Online
Gilda Yazzie	City of Durango, Councilor	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent	<input type="checkbox"/> Online
Eva Henson	City of Durango, Housing Innovation Manager	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent	<input type="checkbox"/> Online
Kathleen Sickles	Town of Bayfield, Manager	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent	<input type="checkbox"/> Online
Brenna Morlan	Town of Bayfield, Trustee	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent	<input type="checkbox"/> Online
T Mark Garcia	Town of Ignacio, Manager	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent	<input type="checkbox"/> Online
Clark Craig	Town of Ignacio, Mayor	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent	<input type="checkbox"/> Online
C Patrick Vaughn	Member at Large	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent	<input type="checkbox"/> Online

Others present:

- Mike French, LPEDA (online)
- J.J. Desrosiers, LPEDA
- Sarah Tober, LPEDA
- Sarah Schwartz, LPEDA
- Meaghan Lee, LPEDA
- Nicol Killian, Town of Bayfield (online)
- Laurie Roberts, United Today, Stronger Tomorrow
- Jenn Lopez, Project Moxie
- Berenice Lazano, Project Moxie, Community Investment Alliance
- Lisa Bloomquist, Homes Fund
- David Liberman, RHA Attorney (online)
- Wylin Ryan, Visit Durango (online)

D. PUBLIC COMMENT (00:29:19)

Lorie Roberts explained that she was at the Neighbors In Need Alliance (NINA) meeting last week, and there was confusion among that group about details regarding the Best Western project and the transitional housing

project proposed on North Main. She indicated that NINA is a group that should be informed if such information was available.

Lisa Bloomquist invited all in attendance to Homes Fund's annual get-together at the Zia Cantina, which will take place on Thursday, October 26th.

E. APPROVAL OF AGENDA (00:02:53)

Mr. Desrosiers suggested that agenda item *13: 5th Amended and Restated Bylaws Adoption* be moved to the first place on the agenda so that Mr. Liberman, the RHA's Attorney and author of the document in question, would not have to stay for the whole meeting.

Clark Craig motioned, and Mark Garcia seconded to approve the agenda with an amendment, moving Item 13 to follow Item E. The motion passed unopposed by voice vote.

DECISION ITEM 13: 5TH AMENDED AND RESTATED BYLAWS ADOPTION - J.J. DESROSIERS (00:03:29)

Chair Vaughn reiterated why the bylaws were being updated, and Mr. Desrosiers briefly overviewed the proposed changes --which included clarification to abstention and recusal policies as well as the addition of a section regarding a letter of support approval procedure-- before Mr. Liberman explained in detail and read through them.

Vice-Chair Porter-Norton relayed the reservations of Director Hall (absent) primarily relating to the inclusion of hypothetical situations, suggesting it be placed in a separate memo. Director Sickles expressed that having hypothetical in one place rather than two separate documents would be better to avoid confusion.

Vice-Chair Porter-Norton also recommended adding an additional paragraph listing a reason for recusal: if the project in question would later go before a director's jurisdiction. Her reason that elected officials and planning commissioners recusing themselves is not only a preferred practice; it's state law for counties and relates to a concept called *ex parte* communications.

It was also determined that language should be added to clarify the appropriate action for government staff in the same situation. The suggested language was "at other times, a director may choose to abstain or recuse themselves." It was determined that it would also be useful to include the definition of "director" in Article 2.

The Board decided to table this decision item and instructed LPEDA Staff and the RHA Attorney to revise the draft using the Board's input.

F. CONSENT AGENDA (00:27:11)

The consent agenda consisted of the August 2023 Board Meeting Minutes and the August 2023 Financial Statements.

Secretaries Note: Mr. Liberman man left the meeting at 2:42.

Marsha Porter-Norton motioned, and Clark Craig seconded to approve the consent agenda as presented. The motion passed by unopposed by voice vote.

G. PRESENTATIONS AND ENGAGEMENT WITH NON-RHA ENTITIES

None scheduled or heard.

H. ALLIANCE UPDATES

1. GOALS TRACKING - SARAH TOBER (00:28:18)

Goals #1 and #2 will be discussed later

Goal #4: LPEDA staff is beginning the process of revamping the Rental Assistance Program. LPEDA and Fort Lewis College (FLC) were recently named joint recipients of the Opportunity Now Grant for workforce development, which will include a lot of industry engagement through which they hope also to gauge rental assistance needs to tailor the program to the community needs.

Goal #5: Last week, there was a meeting with Rick Garcia, Director of Colorado's Department of Local Affairs (DOLA), which members stated was very beneficial for all involved. Director Garcia provided a couple of leads for funding that LPEDA staff are investigating. LPEDA staff are also making inquiries about completing an updated La Plata County Housing Needs Assessment.

2. CATALYST FUND UPDATES – SARAH TOBER (00:30:34)

The website and overview have been updated to include "preservation" as a criterion based on the Catalyst Fund Working Group's recommendation as one of the six prongs of workforce housing needs. The Round 2 application has similarly been updated and will be soft launched on Friday, with a big push on communications planned for Monday. There will also be an informational webinar on September 26th, and Project Moxie has continued to provide technical assistance to all Catalyst Fund recipients.

Treasurer Garcia brought up that in the budgeting process, he noticed a large line item for grant writing and matches that has yet to be used. He inquired if this line item should remain or be dropped and if pursuing grants should be declared as a formal goal (see H1). Ms. Tober responded that when the budget was written, they had anticipated more opportunities for grant writing, which has not been the case yet. She advocated keeping the line item for at least another year as RHA capacity increases. It was agreed that seeking grants to cover overhead may be necessary in the future and that this subject could be discussed at the retreat. Furthermore, it would be unwise for the RHA to forego pursuing any grant opportunities at this time.

3. STAFFING UPDATES – SARAH TOBER & SARAH SCHWARTZ (00:36:14)

Ms. Tober introduced Sarah Schwartz, who has years of experience with Short Term Rentals (STRs) and housing in Summit County and has been hired on to the LPEDA as housing program manager and will work closely with the RHA. She further clarified that while Mr. French continues to be LPEDA executive director, Ms. Tober has been promoted to LPEDA deputy director but will continue to oversee the RHA contract while Ms. Schwartz will add additional staff capacity resources, and Mr. Desrosiers will continue administrative and secretarial duties for the RHA.

4. CIRSA QUOTE – SARAH TOBER (00:38:15)

LPEDA staff presented two very similar quotes for CIRSA insurance coverage, seeking direction on which would be preferable to the Board. The Board recommended the one with a lower deductible and requested that staff inquire whether Directors have to go through training as a prerequisite to coverage.

The website was displayed on the main screen while Mr. Desrosier explained that the website is nearly ready to be launched. He emphasized that, like most sites, there will be a period of discovering and repairing glitches once the site goes live and encouraged the Board to share any repairs that need to be made with LPEDA staff. It was also noted that the website has only limited design capabilities. Ms. Lee asked to be sent any images that should be included in the site and noted the difficulty of finding pictures of construction development.

I. DECISION ITEMS

1. RESOLUTION 2023-05 ~ MONTEZUMA HOUSING AUTHORITY CONSENT – SARAH TOBER (00:47:07)

Ms. Tober explained that this was brought to the RHA's attention by Ms. Jenn Lopez and invited her to speak further on the issue. Ms. Lopez was acting as a consultant to the Best Western Project in Durango (Residences at Durango) and TWG (the developer). She explained that the project is complex, but the request before the RHA is simple and primarily jurisdictional.

Ms. Lopez explained that to utilize Low-Income Housing Tax Credits (LIHTC), a project must partner with a HUD housing authority such as the Montezuma Housing Authority (MHA) – in contrast, the RHA is a *multijurisdictional* housing authority. The MHA plans to be a limited partner for the Residences at Durango development, which is a very common arrangement, but funders in Denver were confused as to why a Montezuma authority is partnering with a project in La Plata County. The resolution in question would give the blessing of the RHA to the partnership between MHA and the project. It was also noted that the RHA could be set up to fulfill this role for other LIHTC projects in the future.

The project is on HWY 160, will create 120 units, and was sponsored by the City. The County has assigned tax credits to the project issued by CHFA. Upon realizing this, Directors Yazzie and Henson decided to recuse themselves from further proceedings as the City has a financial stake in this project, so both left the room while the vote was taken.

Secretaries Note: Directors Henson and Yazzie left the room at 3:06.

Chair Vaughn commented that this is the first LIHTC hotel conversion in state history.

Marsha Porter-Norton motioned, and Katie Sickles seconded to Adopt Resolution 2023-05 ~ MONTEZUMA HOUSING AUTHORITY CONSENT. The motion passed unopposed by voice vote. Eva Henson and Gilda Yazzie recused.

Secretaries Note: Directors Henson and Yazzie reentered the room at 3:08.

At the request of the Board, Ms. Lopez explained the Community Investment Alliance (CIA), a new non-profit, and their work with the proposed Adventure Inn project, which will create transitional or “bridge” housing. The County is offering ARPA funds for due diligence on this project, which, if it goes through, would provide over 20 units of bridge housing with wrap-around services. She also highlighted the growing problem of homelessness, especially the looming demographic “cliff effect” of unhoused baby boomers.

Secretaries Note: Ms. Lopez and Ms. Lazano left the meeting at 3:11

2. DIDF ENDOWMENT – MIKE FRENCH (00:56:55)

The Durango Industrial Development Foundation (DIDF), the foundation that built Bodo Park and whom LPEDA has been courting to contribute to the Catalyst Fund for some time, has divested its last assets and is planning to dissolve once they determine where to contribute its remaining funds. Their desire is to use those funds to help address community housing needs. However, they can only contribute to a 501c3 or government entity (LPEDA is a 501c6). Therefore, DIDF is interested in contributing their divestiture, estimated to be more than \$1 million, to the Catalyst Fund through the RHA. They have a few terms they would like to attach to the gift, including the creation of a revolving loan fund for construction, use for hard costs only (similar to the current Catalyst Fund but not for predevelopment), and no administrative fees to be taken out. DIDF envisions that the two sub-funds would be able to get projects over the line.

With the Board's blessing, LEADA staff will go back to DIDF and arrange the required contracts, resolutions, etc. The preliminary plan would be to create another bank account and not combine DIDF donation with other funds. As well as set up a new committee member, application, and rubric. An invitation would also be extended to any DIDF members who wish to sit on said committee. The Catalyst Fund personnel will oversee the operations of this new revolving loan fund if this deal materializes.

If the Catalyst Fund is able to mix and stack with other programs, such as with funds from 1st Southwest Bank, then it would have a significant impact. This program would be a loan, not a grant, with payments going back into the loan fund. Since there will be no admin fees, the RHA may be asked to cover some costs, but LPEDA staff is not worried about capacity and believe that they can do this. Details of the loan term have not been determined. It would be desirable for certain members of the RHA Board to lend their expertise to crafting those terms prior to drafting a resolution or moving forward with the program.

Vice-Chair Porter-Norton noted that La Plata County set up a revolving loan fund with ARPA money that could be used as a template for this project. She also asked if it is possible to give preference to projects that have already gone through a Catalyst Fund application.

Katie Sickles motioned, and Mark Garica seconded for the RHA to be the recipient of the Durango Industrial Development Fund endowment and for LPEDA staff to pursue the terms of doing so. Roll Call. The motion is unopposed by voice vote.

3. 5TH AMENDED AND RESTATED BYLAWS ADOPTION - J.J. DESROSIERS

Secretaries Note: This agenda item was moved. See E

J. DISCUSSION/UPDATES

1. GRANT MATRIX – SARAH TOBER (01:12:10)

Bayfield (updates not in packet) was not able to get Stronger Communities funds for Cinnamon Heights because they had owned the property for more than a year. At the recent meet and greet, DOLA Director Rick Garcia and other DOLA staff indicated surprise about that requirement. They shared that the application was based on a non-housing template. However, Bayfield is still being considered for the Pine River Commons. The idea was raised that perhaps Bayfield could sell the property to the RHA and then repurchase it, but no action was taken on this idea.

A lot of funding is also available from the RHA's technical assistance grant. Part of this will be used for the upcoming strategic planning session in October, which will help shape the next 3-5 years. LPEDA staff is open to other uses for that grant as well.

Pine River Commons is also having a groundbreaking ceremony on October 3rd, 2023 at 3:00 p.m. in Bayfield.

It was asked how much funding could be obtained from each potential source, and a summary to that effect is provided at the upcoming Board retreat.

The State of Colorado's Division of Housing (DOH) notified the City of Durango that the pre-application meeting for their Stronger Communities application for the development on Florida Road will be on October 5th. This will be the largest at-scale workforce development in the city, Director Henson reported

2. PROP 123 UPDATES – EVA HENSON & SARAH TOBER (01:21:16)

Every member government of the RHA has opted for Prop 123. So far, CHFA has been in the lead with their portion of the money while DOH is on a two-month "holiday" to shore up the programs they already have in play. This hiatus will probably include increasing the staff. Prop 123 can fund projects at 100% AMI or less for ownership per unit, so any mixed-income developments with a range of units and AMI percentages should consider how to leverage state funding for the key units that are at or below 100% AMI and evaluate the gap. Director Henson's office has done some proforma exercises to demonstrate to DOLA how they will utilize those tools in negotiating with development projects, and it may get added to DOLA's rubric.

It is also essential to consider how to leverage local funds as a match for infrastructure costs, predevelopment costs, or gap funding. Land banking for rural resort communities needs to be 51% affordable for competitiveness or higher. However, the weather will be a problem as we approach the end of the year.

It was agreed that the immediate next step would be a joint press release regarding all governments opting in.

It was mentioned that this area's DOLA representative, Patrick Rondinelli has said that everything is oversubscribed in his grant requests, and it was asked if there is a way to share units toward the required goal. Prop 123 will continue to be an item of discussion at RHA meetings to foster good communication.

The baseline number required via Prop 123 are: Bayfield = 14, Ignacio = 14, The County = 108, and Durango = 184

K. MEMBER UPDATES

1. MEMBER AT LARGE (01:30:12)

Chair Vaughn met with Guage Apartments developers and learned that the cost for that development ended up being around \$300 per square foot, not including the land. This puts it at about the same price as a stick-built project, it ended up being completed six months faster, which had a big impact on financing and other carry costs. Developer returns for such a project are usually around 20%; however, this project will probably be in the single digits. The tax credits make up the difference for the investors.

2. TOWN OF IGNACIO (01:32:37)

Ignacio did not apply for the Stronger Communities Grant because they did not have a project that met the criteria. However, DOLA Director Rick Garcia has expressed that he thinks the Elhi building would be a good candidate for a planning grant.

Treasurer Garcia thanked everyone for coming to the Rock Greek groundbreaking ceremony earlier that day. He also recently talked to Elevation Land Trust about their land-banked properties and how to structure projects. As RHA Treasurer, he also expressed that a draft budget will be forthcoming.

3. TOWN OF BAYFIELD (01:36:18)

Director Sickles explained that the Town has an upcoming ballot issue for sales tax to support the senior center and is working on a resolution to oppose Proposition HH.

Director Sickles explained that the Town has an upcoming ballot issue for sales tax to upgrade their parks and support the senior center and is working on a resolution to oppose Proposition HH.

Ms. Killian reiterated their status with the funding source, Stronger Communities. A few other projects are under construction, including Mustang Crossing, which is a market rate project with 81 units, a small infill project with 14 units, a tiny home village that is completed and accepting leases, and Cinnamon Heights. The County is in talks with Bayfield about using the remaining ARPA funds for a contribution.

Bayfield was also one of two Colorado communities to receive free technical assistance to become a water-wise community.

4. CITY OF DURANGO (01:41:59)

The City is also busy with developing its budget, but there is still some opposition and confusion regarding high-density developments. More education is needed related to density in general and the difference between what the private sector is doing, what each jurisdiction is doing, and what the RHA is doing.

The Residences at Durango will also be reporting to the City Council on October 3rd. Fading West and Elevation Community Land Trust will be coming out for a site visit at the former Animas High School site next Thursday. Director Henson will be meeting with the Volunteers of America development team to discuss phase two of the Miramonte project in Three Springs. The Gauge Apartments received 59 certificates of occupancy as of August 11th. Thirty-nine of those are leased by FLC for students as they are still 50 beds shy, but Building C will be coming online soon. Animas City Overlook will also receive eleven certificates of occupancy around August 11th. Phase 2 will have five light workforce units and one deed-restricted unit.

Director Henson has been asked to speak at the housing conference in Summit County on inclusionary zoning.

5. LA PLATA COUNTY (01:49:19)

Although no official steps have been taken, the County is still discussing the concept of reallocating their lodger's tax on the ballot due to a 2022 bill that allows counties to reallocate up to 90% of their lodger's taxes to address the "impacts of tourism." Vice Chair Porter-Norton stated that Visit Durango is rightly cautious, but the County has no desire to cut marketing entirely and hopes that if this is done, it can be a mutually beneficial arrangement.

The County's new planning director, Lynn Hyde, has been on board for a month and is doing well. As already mentioned by Ms. Lopez, the Adventure Inn is very exciting, and the County hopes it will go through. The county also has a verbal commitment to Bayfield to contribute ARPA money to its Cinnamon Heights development out of a desire to be equitable to all municipalities since the County has also committed ARPA funds to Rock Creek.

Ms. Tober stated that she met with the new County Planner on behalf of the RHA regarding STRs, technical assistance, and best practices.

L. MEETING ADJOURNED by Chairman Vaughn at 4:08 pm (01:53:31)

Recording:

https://us06web.zoom.us/rec/share/kWn9qsK4JefdwBUPwHIS_DIAPILQJg1RSVRjNrvY-Dbwu8DKwVJdueUO7qXcd-xp.e3DQap8CrwuMx_wD

Passcode:TTV42*^x

Pending Approval

Regional Housing Alliance of La Plata County
Statement of Assets, Liabilities, & Net Assets
As of September 30, 2023

10/03/23

Accrual Basis

	<u>Sep 30, 23</u>	<u>Sep 30, 22</u>	<u>\$ Change</u>
ASSETS			
Current Assets			
Checking/Savings	287,716.13	236,211.72	51,504.41
Other Current Assets			
1400 · Prepaid Expenses	422.84	395.38	27.46
Total Other Current Assets	422.84	395.38	27.46
Total Current Assets	288,138.97	236,607.10	51,531.87
Other Assets			
1700 · Lease Deposit	350.00	0.00	350.00
Total Other Assets	350.00	0.00	350.00
TOTAL ASSETS	<u>288,488.97</u>	<u>236,607.10</u>	<u>51,881.87</u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities	0.00	0.00	0.00
Total Liabilities	0.00	0.00	0.00
Equity			
2053 · Unrestricted Net Assets	219,088.17	265,209.87	(46,121.70)
2054 · Reserved for Emergencies	3,967.00	0.00	3,967.00
Net Income	65,433.80	(28,602.77)	94,036.57
Total Equity	288,488.97	236,607.10	51,881.87
TOTAL LIABILITIES & EQUITY	<u>288,488.97</u>	<u>236,607.10</u>	<u>51,881.87</u>

Regional Housing Alliance of La Plata County Statement of Revenues & Expenditures vs Budget

10/03/23

Accrual Basis

	Jan - Sep 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
3000 · Unrestricted Revenues				
3100 · IGA Member Contribution Revenue				
3101 · City of Durango	72,000	72,000	0	100%
3102 · La Plata County	137,250	137,250	0	100%
3103 · Town of Ignacio	4,500	4,500	0	100%
3104 · Town of Bayfield	11,250	11,250	0	100%
Total 3100 · IGA Member Contribution Revenue	225,000	225,000	0	100%
3121 · Interest Income - Bank Accounts	0	180	(180)	0%
Total 3000 · Unrestricted Revenues	225,000	225,180	(180)	100%
Total Income	225,000	225,180	(180)	100%
Expense				
4315 · Professional Services				
4398 · Prof'l Services - Admin Fee	17,100	17,100	0	100%
4005 · Prof Serv Audit Fees	0	6,000	(6,000)	0%
4322 · Prof'l Services- Legal Fees	2,488	1,900	588	131%
4323 · Prof'l Services- Website	0	900	(900)	0%
4394 · Prof'l Services-Hsng Strategy	133,500	133,500	0	100%
Total 4315 · Professional Services	153,088	159,400	(6,312)	96%
4060 · Dues and Subscriptions	345			
4080 · Liability Insurance	1,269	1,200	69	106%
4122 · Office Expense	480	4,425	(3,945)	11%
4340 · Rent	3,150	3,150	0	100%
4360 · Telephone & Internet	234	450	(216)	52%
6240 · Miscellaneous	1,000	750	250	133%
Total Expense	159,566	169,375	(9,809)	94%
Net Ordinary Income	65,434	55,805	9,629	117%
Net Income	65,434	55,805	9,629	117%

**Regional Housing Alliance of La Plata County
Statement of Revenues & Expenditures vs Budget**

10/03/23

Accrual Basis

1. Not yet complete; expected Oct/Nov

**Regional Housing Alliance of La Plata County
Revenues & Expenditures Detail
September 2023**

10/03/23

Accrual Basis

Type	Date	Num	Adj	Name	Memo	Class	Clr	Split	Debit	Credit	Balance
Ordinary Income/Expense											
Expense											
4315 · Professional Services											
4398 · Prof'l Services - Admin Fee											
Bill	09/01/2023			La Plata Economic Development...	mo admin	Unrestricted E...		200...	1,900.00		1,900.00
Total 4398 · Prof'l Services - Admin Fee									1,900.00	0.00	1,900.00
4322 · Prof'l Services- Legal Fees											
Bill	09/01/2023	4290		Law Office of David Liberman	Aug agenda review, bylaws and IGA work	Unrestricted E...		200...	756.00		756.00
Total 4322 · Prof'l Services- Legal Fees									756.00	0.00	756.00
4394 · Prof'l Services-Hsng Strategy											
Bill	09/01/2023			La Plata Economic Development...	mo contract for 2023	Unrestricted E...		200...	14,833.33		14,833.33
Total 4394 · Prof'l Services-Hsng Strategy									14,833.33	0.00	14,833.33
Total 4315 · Professional Services									17,489.33	0.00	17,489.33
4080 · Liability Insurance											
General Journal	09/30/2023	23010			monthly liab insurance expense	Unrestricted E...		140...	140.97		140.97
Total 4080 · Liability Insurance									140.97	0.00	140.97
4340 · Rent											
Check	09/01/2023	bp		Durango Chamber of Commerce	mo rent	Unrestricted E...		100...	350.00		350.00
Total 4340 · Rent									350.00	0.00	350.00
4360 · Telephone & Internet											
Check	09/01/2023	bp		Fasttrack Communications, Inc.	mo service	Unrestricted E...		100...	27.24		27.24
Total 4360 · Telephone & Internet									27.24	0.00	27.24
Total Expense									18,007.54	0.00	18,007.54
Net Ordinary Income									18,007.54	0.00	(18,007.54)
Net Income									18,007.54	0.00	(18,007.54)

Regional Housing Alliance of La Plata County
Budget Overview this Fiscal Year
 January through December 2023

	Jan - Dec 23
Ordinary Income/Expense	
Income	
3900 · Grant Revenue	500,000.00
3000 · Unrestricted Revenues	
3100 · IGA Member Contribution Revenue	
3101 · City of Durango	72,000.00
3102 · La Plata County	137,250.00
3103 · Town of Ignacio	4,500.00
3104 · Town of Bayfield	11,250.00
Total 3100 · IGA Member Contribution Revenue	225,000.00
3121 · Interest Income - Bank Accounts	250.00
Total 3000 · Unrestricted Revenues	225,250.00
Total Income	725,250.00
Expense	
4002 · Grants Distributed	500,000.00
4004 · Matching Grants Distributed	100,000.00
4080 · Liability Insurance	1,600.00
4122 · Office Expense	5,900.00
4315 · Professional Services	
4398 · Prof'l Services - Admin Fee	23,000.00
4005 · Prof Serv Audit Fees	6,000.00
4322 · Prof'l Services- Legal Fees	2,500.00
4323 · Prof'l Services- Website	1,200.00
4394 · Prof'l Services-Hsng Strategy	178,000.00
Total 4315 · Professional Services	210,700.00
4340 · Rent	4,200.00
4360 · Telephone & Internet	600.00
6240 · Miscellaneous	1,000.00
Total Expense	824,000.00
Net Ordinary Income	(98,750.00)
Net Income	(98,750.00)

ACTION	STATUS	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	NOTES
#1 Centralize area housing information and resources	In progress														
<i>subtask #1 Build a hub</i>	Complete														Completed in September 2023
<i>subtask #2 Fact Sheet/Presentation</i>	Complete														Completed in March 2023
<i>subtask #3 Website</i>	Complete														Completed in September 2023
<i>subtask #4 Public Outreach/Support</i>	Ongoing														
#2 Fund workforce housing	In progress														
<i>subtask #1 Catalyst Fund</i>	Ongoing														
<i>subtask #2 Startup Fund</i>	Complete														Completed in February 2023
<i>subtask #3 Develop Process</i>	Complete														Completed in March 2023
<i>subtask #4 Hire Coordinator</i>	Complete														Completed in December 2022
<i>subtask #5 Inventory Projects</i>	Ongoing														
<i>subtask #6 Define Joint Outcomes</i>	In progress														Will complete strategic planning session with the board Oct. 24 and 25
<i>subtask #7 Catalyst fundraising</i>	Ongoing														
<i>subtask #8 Apply for Prop 123</i>	Ongoing														Looking into funding opportunities related to Prop 123
<i>subtask #9 County or municipal tax for workforce housing</i>	In progress														
<i>subtask #9 Catalyst Fund Grant Writing</i>	Ongoing														
<i>subtask #9 Tracking Opportunities</i>	Ongoing														
<i>subtask #10 Grant Writing in collab with public partners</i>	Ongoing														
<i>subtask #9 Grant Writing</i>	In progress														
<i>subtask #10 Apply for 3 grants</i>	In progress														
<i>subtask #11 Manage all awarded projects</i>	Yet to begin														
#3 Support area housing efforts	In progress														
<i>subtask #1 Write letters of support</i>	Ongoing														
<i>subtask #2 Public meeting support</i>	Ongoing														
<i>subtask #3 Educational forums/webinars</i>	Ongoing														Chamber of Commerce Eggs and Issues, DOH/CHFA Housing forum in Durango in July, DOH tech assistance education series in July. Webinars in the fall. Housing Roadmap Breakout Session at the Summit
#4 Rental assistance	In progress														
<i>subtask #1 Employer focus group series</i>	Yet to begin														
<i>subtask #2 Create program pilot</i>	Yet to begin														
<i>subtask #3 Work with employers to create rental assistance</i>	In progress														
#5 Unite regional approach	In progress														
<i>subtask #1 Facilitate multi jurisdiction meetings</i>	Ongoing														
<i>subtask #2 Deed Restriction</i>	Yet to begin														
<i>subtask #3 Joint efforts on Prop 123</i>	In progress														
<i>subtask #4 Public Partner Resources</i>	In progress														

<i>subtask #5 Public partner housing barriers</i>	In progress																
<i>subtask #6 Contractor barriers</i>	In progress																
<i>subtask #7 Land use dept stakeholder barriers</i>	In progress																
<i>subtask #8 Determine best path forward</i>	Yet to begin																
<i>subtask #9 County or municipal tax for workforce housing</i>	Yet to begin																
<i>subtask #10 Outline key measures for criteria</i>	Yet to begin																
<i>subtask #11 Document expedition criteria</i>	Yet to begin																
<i>subtask #12 Compile best practices</i>	In progress																
<i>subtask #13 Land use code</i>	Yet to begin																
<i>subtask #14 Professional service startup</i>	Complete																Completed in Dec 2022

 Complete
 Ongoing
 Project Timeline



Regional Housing Alliance (RHA) of La Plata County (LPC) First Year Objectives

1. Centralize area housing information and resources
 - Build a hub of housing information for LPC available to the public that includes area and state resources, current area projects and needs, and partner contact information (RHA and Alliance)
 - Create/update/maintain a La Plata County Workforce Housing Fact Sheet and Presentation (RHA and Alliance)
 - Initiate and implement website development and management (Alliance)
 - Inventory all projects in development and create/update a dashboard (Alliance and RHA)
 - Oversee public outreach and support (Alliance)

2. Fund workforce housing
 - Catalyst Fund (Alliance)
 - Start up Catalyst Fund Committee of 7 members February 2023
 - Develop rubric of criteria for project approval and application process March 2023
 - Hire Technical Assistance and Coordinator December 2022
 - Inventory projects and support as it compliments the RHA mission
 - Define joint outcomes and build fundraising strategy around them
 - Catalyst fundraising
 - Apply for Prop 123 (RHA and Alliance)
 - Study and support a county or municipal tax or fee for workforce housing (RHA)
 - Grant writing (Alliance)
 - Grant prospecting and tracking both public and private opportunities (Ongoing)
 - Grant writing and collaboration with public partners
 - Apply for 3 large-scale grants in 2023 (\$500k and up)
 - Manage all awarded projects

3. Support area housing efforts
 - Writing letters of support for entities applying for state or grant funds (i.e. HomesFund, Town of Bayfield, etc.) (Alliance)
 - Public meeting support for local private workforce housing developments that are deemed sound (RHA and Alliance)
 - Provide education forums and webinars (RHA and Alliance)

4. Rental assistance
 - Coordinate and facilitate employer focus group series (Alliance)
 - Create programming from pilot and work with public partners to incorporate programs (RHA and Alliance)

- Work with employers to create rental assistance program for FTEs (Alliance)
5. Unite regional approach to workforce housing policy and support project expedition
- Facilitate multiple jurisdiction meetings to discuss and determine best approach to development (RHA and Alliance)
 - Determine joint deed restrictions approach
 - Facilitate joint efforts on pursuing Prop 123 and adhering to county-wide guidelines
 - Coordinate with public partner housing resources to expedite opportunities through land use and permitting (Alliance) policy changes process:
 - Review the barriers encountered by public housing partners (Alliance)
 - Review the barriers encountered by contractors
 - Meet with the land use department stakeholders and discuss the barriers
 - Determine whether or not the barrier is required/intended, codified, lack of resources, funding or a traditional practice.
 - Outline key measures that the local government could set as criteria for expedition
 - Document expedition criteria
 - Compile best practices, processes, list of contractors, and case studies (RHA and Alliance)
 - Support review and refinement of land use code/building code in the county and municipality levels (RHA and Alliance)
 - ~~Professional service to start up Office, Internet, Phone and Printing Costs (1 Year lease with option for 2 more years) December 2022~~

REGIONAL HOUSING ALLIANCE of LA PLATA COUNTY

~~FOURTH~~FIFTH AMENDED AND RESTATED BYLAWS

Adopted – April 5, 2017~~23~~

**FIFTHOURTH AMENDED AND RESTATED BYLAWS OF THE
REGIONAL HOUSING ALLIANCE OF LA PLATA COUNTY**

ARTICLE I – THE RHA

1. Establishment. The Regional Housing Alliance of La Plata County, (RHA), a multi-jurisdictional housing authority, was formed as a political subdivision and public corporation of the State of Colorado pursuant to C.R.S. § 29-1-204.5, and an Intergovernmental Agreement (IGA) by and between La Plata County, Colorado, the City of Durango, the Town of Ignacio and the Town of Bayfield, dated August 5, 2004 (the “IGA”), as amended.

2. Office of the RHA. The office of the RHA shall be at such place in La Plata County as the RHA Board of Directors may designate by resolution.

ARTICLE II – DIRECTORS, OFFICERS AND MEETINGS

1. Board of Directors. As provided in the IGA, The RHA is governed by a Board of Directors, in which all legislative power of the RHA is vested. The Board of Directors is comprised of nine board members. Each of the entity parties to the IGA appoint two Directors to the Board of Directors, and the Board of Directors by majority vote of the other party appointed members shall select one additional Director at large who has experience or expertise in areas related to the services provided by the Authority, such as real estate, banking, finance, legal or social services. If an entity fails to appoint a Director within sixty days of the date when the vacancy began, then the appointing entity shall be deemed to have relinquished the right to appoint that Director’s seat for the applicable term of the seat. Any relinquished seat shall be filled by the majority vote of the RHA’s Board of Directors. The entity that relinquished its right to appoint a Director shall again have the right to appoint a Director when there is a vacancy in that seat for any reason, including the end of the term or a resignation. Each party shall establish the term of office of the Director appointed by that party, and the term of office for each Director shall be communicated to the RHA. The term for the appointed at-large Director shall be three (3) years but such Director shall serve until his/her successor is appointed by the other members of the Board of Directors. A Director may be reappointed by any party for successive terms. Any Director may resign at any time, effective upon receipt by the Secretary or the President of written notice signed by the person who is resigning. Each Director serves at the pleasure of his or her appointing entity. The appointing entities may terminate the appointment of its appointee, at will at any time without cause. Furthermore, unless excused by the Board, if a Director fails to attend three consecutive meetings of the Board, or otherwise fails to perform any of the duties devolving upon them as a Director, they may be removed by the Board and the appointing entity shall fill such vacancy within sixty (60) days after such removal. Consideration of removal of a Director by the Board shall be at a regular or special meeting of the Board, reasonable notice of which shall be given to the Director to be removed, and to the entity which

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appointed them. Directors shall receive no compensation for services, but shall be entitled to the necessary expenses, including traveling expenses, incurred in the discharge of their duties. Each Director shall have one vote on matters brought before the Board. A majority of the Directors shall constitute a quorum and a majority of the quorum shall be necessary for any action taken by the Board. Notwithstanding the foregoing, or any other provision herein to the contrary, the following actions shall require the approval of seventy-five percent (75%) of the full board of directors: (i) condemnation of property for public use; (ii) proposal of ballot initiatives; (iii) the removal of a director; and (iv) termination of the RHA. The Directors shall govern the business and affairs of the RHA. The Directors shall also comply with all provisions of parts 1, 5, and 6 of article I of title 29 of the Colorado Revised Statutes, which provisions relate to the obligations of local governments with respect to budgets, accounting, and audits, as such provisions may be amended from time to time.

2. Officers. The officers of the RHA shall be a President, a Vice President, a Secretary, and a Treasurer, each of whom shall be elected by the Board of Directors. Such other officers and assistant officers as may be deemed necessary may be elected or appointed by the Board of Directors. Any two or more offices may be held by the same person, except the offices of President and Secretary. The Secretary and Treasurer need not be a Director of the RHA.

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a. Election and Term of Office. The officers of the RHA shall be elected annually by the Board at the January meeting or first meeting of the calendar year. Each officer shall hold office until his/her successor shall have been duly elected and shall have been qualified or until his or her death or until he or she shall resign or shall have been removed in the manner hereinafter provided.

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b. Resignation or Removal. Any officer may resign at any time, effective upon receipt by the Secretary or the President of written notice signed by the person who is resigning. Any officer or agent may be removed by the Board of Directors whenever in its judgment the best interests of the RHA will be served thereby

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c. Vacancies. A vacancy in any office because of death, resignation, removal, disqualification or otherwise, may be filled by the Board of Directors for the unexpired portion of the term.

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d. Duties.

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(i) President: The President shall be the principal executive officer of the RHA and, subject to the control of the Board of Directors, shall in general supervise and control all of the business and affairs of the RHA; shall, when present, preside at all meetings of the Board of Directors; may sign, with the Secretary or any other proper officer of the RHA deeds, mortgages, bonds, contracts, or other instruments which the Board of Directors has authorized to be executed, except in cases where the signing and execution thereof shall be expressly delegated by the Board of Directors to some other officer or agent of the

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RHA, or shall be required by law to be otherwise signed or executed; and in general shall perform all duties incident to the office of President and such other duties as may be prescribed by the Board of Directors from time to time.

(ii) Vice President. In the absence of the President or in the event of his or her death, inability or refusal to act, the Vice-President shall perform the duties of the President, and when so acting, shall have all the powers of and be subject to all the restrictions upon the President. The Vice-President shall perform such other duties as from time to time may be assigned to him by the President or by the Board of Directors.

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(iii) Secretary. The Secretary shall: (a) keep the minutes of the proceedings of the Board of Directors; (b) see that all notices are duly given in accordance with the provisions of the C.R.S. 24-72-201 et seq and the IGA or as otherwise provided by law; (c) sign with the President; (d) and in general perform all duties incident to the office of Secretary and such other duties as from time to time may be assigned by the President or by the Board of Directors.

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(iv) Treasurer. The Treasurer shall be the financial officer for the RHA and shall: (a) coordinate with the department of revenue regarding the collection of sales and use tax authorized pursuant to paragraph (f.1) of subsection (3) of C.R.S. § 29-1-204.5; (b) have charge and custody of and be responsible for all funds of the RHA; (c) receive and give receipts for moneys due and payable to the RHA from any source whatsoever, and deposit all such moneys in the name of the RHA in such banks, trust companies or other depositories as designated by the Board of Directors; (d) and in general perform all the duties incident to the office of Treasurer and such other duties as from time to time may be assigned by the President or by the Board of Directors. All checks written from an RHA bank account over \$10,000 shall require the signature of the Treasurer and a single member of the Board of Directors or the signature of two members of the Board of Directors.

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24. Regular Meetings. Regular Board meetings shall be held at such time and place as originally designated or subsequently changed by resolution and adopted by the Directors at any regular or special meeting. All meetings shall be held at the RHA office in the absence of a specific designation of another meeting place in any such resolution. In the event that the date of any regular meeting as provided in any such resolution shall fall on a Saturday, Sunday or legal holiday, the meeting shall be held on the next succeeding calendar day at the place and time designated in the resolution.

32. Special Meetings. Special meetings may be called at any time by the President or by a majority vote of the Directors. Written notice of such meeting must be delivered in person, by facsimile, mail or email at least 24 hours prior to said meeting. Said notice shall specify the meeting time and place and the business to be transacted. No other business shall be considered at such meetings. Such notice may be dispensed

with as to any Director who prior to the time the meeting convenes, files with the Secretary a written waiver of notice.

43. Posting Notice of Meetings. Notice of any regular or special meeting of the Directors shall be posted at the RHA office and the La Plata County Courthouse at least 24 hours prior to the time of such meeting, as specified in the notice.

54. Public Meetings. All regular and special meetings of the Board shall be open to the public except for such executive sessions as allowed by C.R.S. § 24-6-401.

65. Order and Conduct of Business. At the regular meetings of the Board, the following shall be the order of business:

- a. Roll Call
- b. Approval of the Agenda
- c. Approval of the minutes of the previous regular meeting and any intervening special meeting
- d. Consent Agenda (approval of action items not requiring discussion)
- e. Decision Agenda (consideration of action items requiring discussion)
- f. Report of Directors and Officers
- g. Committee Reports
- h. Public Comment
- i. Adjournment

No formal action may be taken on any item that does not appear on the posted Agenda.

76. Manner of Voting. All questions presented to the Board shall be in the form of motions or resolutions, chronologically numbered. All resolutions shall be in writing and entered into the minutes of the meeting. A Director proxy shall not be accepted, recognized or valid for any purpose. – Votes shall be cast and displayed so that each Director’s vote may be recorded by the Secretary. In the event that a clear majority cannot be determined, the presiding officer shall call the roll for voting. At the conclusion of the voting, the presiding officer shall announce the results of the vote, stating whether the measure carried or failed and by what vote. In the event of a tie, the vote is lost; however, the presiding officer or any Director may request the item carry forward to the next regular meeting at which the full Board will be present.

87. Quorum. As provided in the IGA, a majority of the Directors (at least 5 out of 9 Directors) shall constitute a quorum, and a majority of the quorum present at the meeting shall be necessary for any action taken by the Board. Notwithstanding the foregoing, the following actions require the approval of seventy-five percent (75%) of the full Board of Directors (which is at least 7 out of 9 Directors): (i) condemnation of property for public use; (ii) proposal of ballot initiatives; (iii) the removal of a Director under Section 3.1(d) of the IGA; and (iv) termination of the RHA.

98. Meeting By Telecommunications. Any or all of the Directors may participate in a regular or special Board meeting by, or the meeting may be conducted through the use of, any means of communication by which all personal participating in the meeting may hear each other during the meeting. A Director participating in a meeting by this means is deemed to be present in person at the meeting.

109. Adjournment of Meetings. The Board may adjourn any regular, adjourned-regular, special or adjourned-special meeting to a time and place specified in the order of adjournment. If all Directors are absent from a regular or adjourned meeting the Secretary of the Board may declare the meeting adjourned to a stated time and place and shall cause a written notice of the adjournment to be given in the same manner as provided in Section 2 for special meetings. A copy of the order or notice of adjournment shall be conspicuously posted on or near the door of the place where the regular, adjourned-regular, special or adjourned-special meeting was held within 24 hours of the adjournment. When a regular or adjourned-regular meeting is adjourned as provided in this section, the resulting adjourned-regular meeting is a regular meeting for all purposes.

When an order of adjournment of any meeting fails to state the hour at which the ~~next adjourned~~ meeting is to be held after adjournment, it shall be held at the hour specified for regular meetings by resolution, Bylaws or other rule of the RHA.

110. Public Comment. At any regular Board meeting and at the designated time on the agenda, members of the public may be given the opportunity to directly address the Board on items of interest to the public that are within the subject matter jurisdiction of the RHA. Public comment shall be limited to twenty minutes total, with each speaker limited to three (3) minutes, unless the Board approves an extended time as part of the agenda.

121. ~~Abstention; Recusal; Disqualification.~~ It shall be the duty of e

Abstention and recusal have sometimes been used interchangeably, yet they have different meanings.

Abstention refers to a Director withholding from a vote, where the Director decides not to vote on a particular matter.

By contrast, recusal refers to a Director who removes and withdraws himself/herself from a particular matter due to a financial conflict of interest or as required by the laws of the State of Colorado or other applicable law. Recusal is generally understood to mean that the member not only won't vote, but won't participate at all in the consideration of a motion.

Abstentions and recusal are not "no" votes. They are not votes at all. It is not counted either way. Abstention or recusal shall not constitute either consent or opposition to the action proposed, and the Secretary shall announce at the meeting and enter in the minutes that the Director had recused or abstained from the vote.

Each Director present at a Board meeting shall strive to vote on each matter or question requiring action from the Board, unless- a Director is required by applicable law to recuse himself/herself, such as where the Director:

(a.) Is disqualified because it is reasonably foreseeable that the decision would have a material financial effect on the Director, the Director's immediate family, or on specified economic interests of the Director, if that financial effect is different from the effect on the general public; or

(b.) Is disqualified because the vote deals with a public contract or contracts in which the Director may have a direct or indirect financial interest (such prohibition extends to preliminary discussions, negotiations, planning and solicitation of bids); or

(c) Has a conflict of interest as provided in the IGA with respect to the matter before the Board. (Section 3.4 of the RHA IGA provides the following: No member of the Board nor any immediate member of the family of any such member shall acquire or have any interest, direct or indirect, in any property or project acquired, held, leased or sold by the Authority; or any entity with whom the Authority has contracted with to plan, finance, construct, reconstruct, repair, maintain, manage or operate any property, project or program related to the Authority. Any Board member having such an interest, whether direct or indirect, shall immediately disclose the same in writing to the Board of Directors, and such disclosure shall be entered upon the minutes of the Board. Upon such disclosure, such Board member shall not participate in any action by the Board affecting the project, property, or contract unless the Board determines that, in light of such personal interest, the participation of such member in any such act would not be contrary to the public interest.); or

(d) Is otherwise required by applicable law to recuse himself/herself, such as where the Director is an elected official or planning commissioner or is in any other role where the Director's participating in hearing the matter or voting may be determined by the Director at the Directors' appointing entity in a quasi-judicial hearing (for example at a licensing, land use permit matter, or other matter where vested property rights attach), or where the Director's appointing government's rules or regulations require such recusal. In those instances if the Director did not recuse himself/herself, the Director's ex-parte communications or consideration of outside information may lead to a due process violation.

In all cases where the Director recuses himself or herself, the recusing Director shall leave the room during the Board's further discussion and Board voting on the matter.

At other times, a Director may choose to abstain for a reason where recusal is not strictly required. An example, is where A Director perceives a non-financial conflict of interest.

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~~Abstention for any reason other than those set forth above shall constitute consent to the action proposed and the Secretary shall announce at the meeting and enter in the minutes that the abstention was cast as an “aye” vote.~~

~~A quorum is not lost due to recusal or abstention of the Board.~~

~~Hypothetical situation to give an example: Quorum of 5 Directors are present at a Board meeting in which 1 Director recuses due to a financial conflict of interest in the matter being voted upon and leaves the room after announcing the conflict, and 2 other Directors abstain from voting due to a non-financial perceived conflict of interest. The vote on the item is 1 in favor of the matter, and 1 against. The Secretary would record the vote as a quorum of 5, with the measure failing to pass, as it was a tie vote, 1 in favor, 1 against, with 1 recusal and 2 abstentions.~~

~~Another hypothetical situation, assuming the same facts except that both of the votes were in favor. Here the Secretary would record the vote as a quorum of 5, with the measure passing by a vote of 2 in favor, 0 against, with 1 recusal and 2 abstentions.)~~

ARTICLE III – RULES OF ORDER AND DEBATE

1. Rules of Order. At all meetings of the RHA, the rules of order set forth herein shall be the governing rules of order and debate, subject to the discretion of the presiding officer.

2. Presiding Officer. The President, if present, shall preside at all Board meetings. In the absence of the President, the Vice-President shall preside. In the absence of the President and the Vice-President, the senior Director present shall preside. The presiding officer may debate, vote, make a motion, offer a resolution or introduce an ordinance without relinquishing the chair. The presiding officer shall preserve order and decorum, prevent attacks on personalities or impugment of Directors’ motives, confine Directors in debate to the question under discussion, and otherwise curtail disruption of the meeting. The presiding officer shall determine all points of order.

3. Directors. Directors who desire to speak shall so signify by addressing the presiding officer. In general, the presiding officer shall call upon the Directors in the sequence in which they have sought recognition. However, when the presiding officer understands that persons seeking the floor have opposite opinions on the motion, he or she may alternate between speakers who favor and those who oppose the debated proposal.

a. Personal Privilege. The right of a Director to address the Board on a question of privilege shall be limited to cases in which such Director’s integrity, character or motives are assailed, questioned or impugned.

b. Dissents and Protests. Any Director shall have the right to dissent from any action of the Board or ruling of the presiding officer and have the reason

therefore entered in the minutes. Such dissent shall be in writing, couched in respectful terms and presented to the Board no later than the next regular meeting following the date of such action.

c. Points of Order. A Director may, without waiting for recognition, raise a point of order to secure a ruling from the presiding officer on a matter thought to be of sufficient importance to require immediate attention. A Director may: (i) call a speaker to order for the inappropriate use of language or any breach of decorum; (ii) call attention to a condition that inconveniences Directors; (iii) raise a parliamentary inquiry or call attention to a violation of correct procedure; or (iv) question a ruling by the presiding officer on a point of parliamentary procedure.

d. Points of Information. A Director may make a request for information relevant to the business at hand but not related to parliamentary procedure. The request may be directed to the presiding officer or through the presiding officer to another Director or to an officer or employee of the RHA.

4. Discussion Prior to Formal Action. It shall not be necessary to make a motion or offer a resolution before debate by the Board or before the public is allowed to speak. No such motion or resolution shall be made at any time before a public hearing is closed.

5. Motions. Motions must be stated precisely and recorded by the Secretary. A second shall be required to make a motion or offer a resolution for Board action.

6. Amendment. A Director may propose amendments to a motion which, if adopted, modify the wording and sometimes the meaning of the main motion. Amendments shall state exactly where in the main motion the change is to be made and precisely what words will be used. The vote on an amendment does not decide whether the main motion will be adopted, only whether the wording in the main motion will be changed. After an amendment is adopted, the main motion as amended may be further debated and further amended. A motion may not be amended more than twice. A substitute motion, proposing to strike out the entire original motion and to insert in its place a more satisfactory motion, ranks as an amendment to the main motion.

7. Division of Question. If a motion or any proposed amendment thereto contains two or more separable propositions, the presiding officer may, and upon request of a Director shall, divide the question.

8. Motions to Postpone. A motion to postpone indefinitely is debatable if the main motion to which it applies is debatable. The motion cannot be amended or referred. If carried, the subject cannot be brought up again except by way of a motion to reconsider at a subsequent meeting as provided below.

A motion to postpone definitely (i.e., to a time certain) has priority over motions to refer, amend, postpone indefinitely and the main motion. It is debatable as to

desirability of postponement and the time to which postponement is to be made. It can be amended by changing the time to which postponement is to be made. It yields only to a motion to close debate or to table.

9. Motion to Refer. A motion may be made to refer the question at hand to a specified committee, special committee to be appointed, staff member or other person. The motion is debatable as to desirability of referring, size and method of committee appointment if one is to be appointed, and as to instructions and responsibility of those to whom it is referred. The motion shall have priority over the main motion, a motion to amend and a motion to postpone indefinitely. It cannot be tabled or postponed.

10. Motion to Close Debate (Previous Question); Limit Debate.

a. A motion to close debate requires a two-thirds vote. It is not debatable and cannot be amended. It yields only to a motion to lie on the table. If the motion carries, and unless the motion is made to include "all pending questions," the presiding officer shall put pending amendments to the main question, without debate, in the inverse order of their introduction, before putting the main question to vote.

b. A motion to limit debate shall be subject to the same rules as a motion to close debate, which specifies time limits for each speaker, the number of speakers for affirmative and negative sides, or the total time limit for consideration of the main motion or question.

11. Motion to Table. A motion to table (i.e., to lie on the table) is not debatable and cannot be amended. The motion is in order when a motion to close debate has been carried or when it is pending. The motion is proper only when the pending subject needs to be set aside temporarily because something else of immediate urgency has arisen. If the motion is carried, consideration of the subject matter may be resumed at that meeting or the next succeeding meeting. A motion to take the motion off the table can be made by any Director but must be concluded immediately or the subject matter expires.

12. To Withdraw a Motion. A motion or offer of a resolution may be withdrawn by the maker at any time before vote by the Board after first gaining recognition from the presiding officer.

13. Motion to Reconsider. A motion to reconsider any action taken by the Board may be made at any time at the meeting such action was taken or at a recessed session of that meeting. The motion may be made only by a Director who had previously voted with the prevailing side. A resolution or motion authorizing or relating to the approval of a contract may be reconsidered only prior to the actual execution of the contract. A question can be reconsidered only once during the meeting.

14. Motion to Reconsider at Subsequent Meeting. After the Board has taken action on a matter or question, a motion to reconsider that action, or to reconsider any

prior action taken on a matter or question having substantially the same content or purpose of the matter already acted upon, shall not be made at any subsequent meeting for at least one calendar year from the date of such action, except by a Director who voted in the majority on such matter or question or upon the written consent of a majority of the Directors filed with the Secretary. The item then before the Board shall be whether the matter or question should be reconsidered; if the Board approves the request shall be placed on a future agenda for consideration.

15. Motion to Adjourn or Recess. An unqualified motion to adjourn has priority over all other motions except the motion to establish the time of the next meeting. It is always in order, except: (a) when repeated without intervening business or discussion; (b) when made as an interruption to a Director speaking; (c) when a previous question has been ordered and is being discussed; and (d) while a vote is being taken. The motion to adjourn is not debatable and cannot be amended. Before putting the motion to adjourn to vote of the authority, the presiding officer may inform the Board of any important matter demanding its attention and consideration before adjournment.

As a privileged motion (i.e., when other business is pending), the motion to recess yields only to the unqualified motion to adjourn and to the motion to establish the time of the next meeting. After a recess, business proceeds from the point reached immediately preceding the recess.

16. Letters of Support. Where individuals or entities request letters of support from the Board, the Board will strive to hear the matter at a regular or special board meeting.

However, when time does not allow for said procedure, for example due to a deadline that must be met by the requestor of the letter of support, the RHA staff or administration shall use its discretion to determine if the letter of supports aligns with the RHA's goals and values. In such case, the RHA staff or administration shall inform the Board via email of their intent to provide the requested letter of support from the RHA, accompanied by a draft of the letter of support, at which time any Director shall have 24 hours to voice opposition to the letter of support, and if not, it no director opposes it, it will be deemed authorized by the Board. Any Board member voicing opposition to the letter of support being sent in such manner will kill the letter of support being approved outside of a Board meeting, and the letter of support would thereafter be placed on the agenda at the next Board meeting for possible determination.

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ARTICLE IV – ELECTION OF OFFICERS

1. Election of Officers. At each annual meeting of Directors at which the terms of the officers expire, the officers' successors shall be elected by the Directors, which shall include the President, Vice-President, Secretary and Treasurer.

ARTICLE V - EXECUTIVE DIRECTOR

1. Executive Director. The RHA may appoint, by adoption of a resolution, an Executive Director. If appointed, the Executive Director shall answer directly to the Executive Committee of the Board and shall be responsible for supporting and implementing the policies and directions of the RHA and shall have general supervision over the administration of its business and affairs, subject to the control of the RHA.

If an Executive Director is appointed:

The Executive Director shall administer the affairs of the RHA in accordance with the operational, fiscal, personnel and other policies adopted by the Board and all applicable federal and state statutes and regulations, and shall keep the Board fully advised as to the status of the affairs of the RHA;

The Executive Director shall advise and make recommendations to the Board on all matters requiring policy determination, shall represent the Board in meetings with other agencies and organizations, and shall report results of these meetings to the Board;

The Executive Director may appoint administrative, management and maintenance staff in accordance with recognized personnel practices and the personnel rules and regulations adopted by the RHA from time to time;

The Executive Director shall establish and enforce regulations to implement Board policies and to administer the affairs of the Board. He/she shall supervise and participate in the development and preparation of proposals, applications and budgets for federally assisted programs and local developments or projects. He/she shall direct the operation and maintenance of all developments managed by the RHA and shall oversee all programs, grants and contractual agreements entered into by the RHA;

The Executive Director shall have the authority to execute contracts and agreements in amounts of \$25,000 or less on behalf of the RHA, if funds for such contracts or services have been budgeted by the RHA and approved by the Board;

The Executive Director shall perform such other duties and responsibilities as may be prescribed by the Officers of the Board, and;

The compensation of the Executive Director shall be determined by resolution of the RHA.

If an Executive Director is not appointed by the Board of Directors, then:

The President of the Board of Directors, upon the approval of the Board of Directors may perform, delegate, or contract with a person or entity to accomplish the minimal operational, legal and fiscal requirements of the RHA. The President and one additional Director shall be required to execute all RHA checks and purchase orders that are equal to or over Two Thousand Dollars (\$2,000); and

The President may execute RHA checks and purchase orders that are less than Two Thousand Dollars (\$2,000).

2. Additional Personnel. The RHA may from time to time employ such other persons as it deems necessary to exercise its powers, duties and functions as prescribed by § 29-1-204.5, C.R.S. and all other laws of the state of Colorado applicable thereto. The selection, qualifications and compensation of such personnel may be determined by the Executive Director, or in the absence of an Executive Director, then by the Board of Directors.

ARTICLE VI – GENERAL PROVISIONS

1. Amendments. The Directors shall have power to add any provision to, or alter or repeal any provision of, these Bylaws by the vote of a majority of all of the Directors at any regular or special meeting of the Board, provided that a statement of the proposed action shall have been included in the notice of such meeting of the Board.

2. Severability. If any provision or clause of these Bylaws or the application thereof to any person or circumstances is held to be unconstitutional or to be otherwise invalid by any court of competent jurisdiction, such invalidity shall not affect other provisions, clauses or applications thereof which can be implemented without the invalid provision, clause or application, and to this end the provisions and clauses of these Bylaws are declared to be severable.

In the event of a conflict between the provisions of these Bylaws and the IGA forming the RHA or Amendments to that IGA, then the provisions of the IGA or Amendments thereto shall prevail.

The foregoing Amended and Restated Bylaws were approved and adopted as the Bylaws of the La Plata County Regional Housing Authority, effective ~~April 7~~ _____, 2023~~17~~.

ATTEST:

BOARD OF DIRECTORS,
REGIONAL HOUSING ALLIANCE
of LA PLATA COUNTY

Chris La May _____, Secretary

Julie Westendorff _____, President



October 6, 2023

Consulting Agreement

Thank you for your interest in NeighborWorks Southern Colorado providing consultation services to you and/or your organization. We are happy to provide you with quality services as summarized below.

PARTIES

This agreement is entered into on _____, by and between NeighborWorks Southern Colorado (Consultant), at 1241 E. Routt Ave. Pueblo, CO 81004, and _____ (Client), at the address of _____, collectively known as the "Parties".

CONSIDERATION

The Parties agree that the Consultant will provide the services attached hereunder, whereas the Client will in return provide compensation for such services and expertise, until the agreement is otherwise terminated by either of the Parties in writing.

SERVICES

The Consultant's Services are summarized below:

1. FNMA Model Deed Restriction, new rules
2. _____
3. _____

FEE'S

NeighborWorks Southern Colorado assesses a fee of \$125.00/Hr. for consultation services. This will be billed to the Client at the address above, for services provided and performed in the previous month.

SIGNATURE AND DATE

The Parties hereby agree to the above terms set forth in this agreement and such is demonstrated through their signatures below:

Client

Ashleigh Winans, CEO
NeighborWorks Southern Colorado



INVOICE

Invoice #:	12102186
Invoice Date:	10/06/2023
Due Date:	10/06/2023

From	To
NeighborWorks Southern Colorado 1241 E Routt Ave Pueblo CO US 81004 P: 7194236110	Sample Invoice

Description	Amount
Consulting services - 8 hours	\$1,000.00
	Invoice Amount \$1,000.00
	Amount Received \$0.00
	Balance Due \$1,000.00

Regional Housing Alliance of La Plata County



2024 Proposed Budget

<u>Budget Year</u>	<u>2022 Actual</u>	<u>2023 Approved Budget</u>	<u>2023 Projected</u>	<u>2024</u>	<u>Notes</u>
Beginning Fund Balance	\$ 262,510	\$ 220,355	\$ 220,355	\$ 228,741	
Revenue					
Member Contributions		\$ 225,000	\$ 225,000	\$ 285,000	
Interest Income	\$ 76	\$ 250	\$ -	\$ -	
Grants		\$ 500,000	\$ -	\$ 500,000	estimated grant revenue based on LPCEDA proposal
Total Revenue	\$ 76	\$ 725,250	\$ 225,000	\$ 785,000	
Expenses					
Project Costs - IGA Funded					
Project Cost - Grant Funded		\$ 500,000	\$ -	\$ 500,000	project cost is sum of Grant Revenue
Grant Matches		\$ 100,000	\$ -	\$ 100,000	*from member contribution (IGA) to serve as grant matches at 20%
Admin Contract (Region 9 and LPCEDA)	\$ 21,700	\$ 23,000	\$ 22,800	\$ 23,920	
Audit Fees	\$ 7,300	\$ 6,000	\$ 4,300	\$ 6,500	financial review during FY 23; audits during future FY's
Legal Fees	\$ 4,097	\$ 2,500	\$ 3,500	\$ 3,500	
Web Maintenance		\$ 1,200	\$ -	\$ 1,248	
Professional Services Housing Strategy (LPCEDA)	\$ 3,000	\$ 178,000	\$ 178,000	\$ 178,000	
Liability Insurance	\$ 1,582	\$ 1,600	\$ 1,692	\$ 1,760	
General Operating (rent, utilities, office)		\$ 10,700	\$ 5,322	\$ 6,000	current rent and phone=\$380/mo
Training				\$ 4,000	
Advertising	\$ 1,552				covered under admin contract
Misc	\$ 3,000	\$ 1,000	\$ 1,000	\$ 1,040	
Total Expenses	\$ 42,231	\$ 824,000	\$ 216,614	\$ 825,968	
Net	\$ (42,155)	\$ (98,750)	\$ 8,386	\$ (40,968)	
Ending Fund Balance	\$ 220,355		\$ 228,741	\$ 187,773	these funds could be used for grant matches in excess of 25%
Fund Balance Reserve	\$ 3,967		\$ 10,465	\$ 35,244	TABOR requirement is 3% of total expenses for the year to be held in reserve
Fund Balance Excess/Deficit	\$ 216,388		\$ 218,276	\$ 152,529	

** Member contributions - Board recommended split \$ 225,000 \$ 285,000

County	61%	\$ 137,250	\$ 173,850
City of Durango	32%	\$ 72,000	\$ 91,200
Bayfield	5%	\$ 11,250	\$ 14,250
Ignacio	2%	\$ 4,500	\$ 5,700
	100%	\$ 225,000	\$ 285,000

last revised:

10/3/2023

Grant Name	Project/Summary	Amount Requested	Date	Adjusted Amount Requested	Date	Status	Amount Granted	Date
BAYFIELD								
HB22-1304 & 1377	Cinnamon Heights - Infrastructure for 30 to-be Deed Restricted Townhome units. Lots owned by Town of Bayfield. Start 2023. Pre-App mtg 1.18.2023 and invited to apply by 2.1.23. Asked to reduce amount for consideration.	\$ 2,656,158	3.1.23	\$ 2,000,000	6.13.23	We did receive \$2 Million for the TAHG grant for Cinnamon Heights infrastructure	\$ 2,000,000	8.8.23
HB22-1304 Strong Communities grant	Asked for \$700,000 for the Cinnamon Heights Deed Restricted project and \$1,219,000 for Charlie Albert's Pine River Commons Phase 1 Deed Restricted project.	\$ 1,919,000	8.18.23	\$ 1,219,000	9.18.23	Moving forward with applying for the Strong Communities Grant for the Pine River Commons project. Cinnamon Heights does not qualify for this grant. Our pre-application meeting is on 10/30/23		
Prop 123	Opted in and Approved. Commitment Baseline is 14 units the next 3 years					Opted in and received approval.		

DURANGO								
HB21-1271	Best Western LIHTC conversion/new construction - Fee waivers. for 120 units of 30% to 60% AMI rentals. Start 2023	\$ 1,000,000	9.1.22			Durango has received the fully executed IHOI grant agreement for Residences at Durango (Best Western conversion) and is \$1 million for the award. Residences at Durango will have a groundbreaking event on Friday, October 27th at 10 a.m. The city is preparing to issue building permits this month and the 120 units will count towards Prop 123 baseline commitment once they are issued.	\$ 1,000,000	3.23.23
Prop 123	Opted in July 3rd and Approved. Commitment Baseline is 184 units the next 3 years					Opted in July 3rd and received approval.		
HB21-1117	Planning Grant Program (IHOP) for housing feasibility study for rental and homeownership pertaining to City's inclusionary zoning. (with \$40K match from City)	\$ 120,000	10.5.22			2/21/23 City appropriated the 25% Match and contracted with Root Policy Research with and project kickoff meeting was on 3/1/23 (approx. 7 month project timeline)	\$ 120,000	1.1.2023
Congressionally Direct Funding 2021 Request	Best Western (4% LIHTC project) HUD Grant Award	\$ 9,000,000	11.1.21			**Original ask, current ask, and awarded	\$ 3,000,000	10.4.22
HB22-1304 Infrastructure and Strong Communities	Project Summary: Durango Crossings The Durango Crossing development is a unique and unprecedented public-private partnership between the City of Durango and a private developer, Durango Crossings Partners LLC. The City's contribution of 10 parcels of land to the project is a unique characteristic and combined with the adjacent land owned by the developer it totals approximately 7.7 acres. This partnership will deliver a dynamic community of affordable, workforce (70%-120% AMI) and market rate housing and include commercial space for a grocery store and childcare center or similar use. The project is expected to deliver approximately 157 units and 50% will be for below market rentals and deed restricted for-sale units and will be the largest workforce housing development in Durango.	\$ 4,000,000	8.18.23			Staff had their pre-application meeting with Dept. of Local Affairs on Thursday, October 5th for an hour and half to discuss the public-private partnership project called Durango Crossings for the Strong Communities Infrastructure grant with a request seeking \$4 million in grant funds. DOLA hopes to notify communities that will be asked to formally submit grant applications in late November after the pre-application meetings with about 60 communities are completed. This funding source has approximately \$34 million for infrastructure grants.		

IGNACIO								
IHOI Grant Program	Rock Creek Housing Project Infrastructure Grant	\$ 2,000,000	9.1.22			A ground breaking ceremony was held in September. Canyon Construction was retained to do the infrastructure improvements and will begin work in October and be complete by June.	\$ 2,000,000	4.13.23
LPC Affordable Housing Grant and Loan Fund	Rock Creek Housing Project Infrastructure Grant Request	\$ 690,000	4.10.23			Completing response to LPC questions regarding project and utilization of funding.		
La Plata Economic Development Alliance - Housing Catalyst Fund	Catalyst Fund Grant Request	\$ 75,000	4.7.23	\$ 50,000	6.1.23	Received \$50K in funding and 10 hrs. of TA. Excited to utilize funds and TA which are necessary to move this project forward.	\$ 50,000	7.1.23

Prop 123	Opted in and Approved. Commitment Baseline is 14 units the next 3 years					Opted in and received approval.		
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LA PLATA COUNTY								
HB21-1271	Westside Mobile Home Park - money for infrastructure and unit upgrades. Start upon award. On 12.20.22 invited to apply for 2nd round	\$ 3,000,000	9.1.22			Complete. Award made.	\$ 800,000	3.13.23
Prop 123	Established a baseline of 1,205 units and a 3 year commitment of 108 units							

RHA								
HB21-1271 - DOH Technical Assistance	The Affordable Housing Toolkit for Local Officials offers technical assistance to communities working to make progress on local housing goals. City of Durango sent letter of support. RHA asked for help with best practices in our fund balance, grant writing, and how to facilitate a potential tax for workforce housing.	\$ 100,000	3.1.23			The RHA received the award letter for the Affordable Housing Toolkit for Local Officials. We are completing the Scope of Work to include: help with best practices in our fund balance, grant writing, how to facilitate a potential tax for workforce housing, other Housing Authorities best practices and case studies, and to provide a facilitated strategic development session this fall for the RHA Board	\$ 85,000	5.25.23
HB21-1271 - DOH Technical Assistance	Affordable Housing Technical Assistance training sessions for housing leaders and industry with the City of Durango	\$ 20,000	3.15.23			Completed July 26-27 educational series.	\$ 20,000	5.25.23
Total Funds Requested		\$ 24,460,158				Indicates change/update from last report	\$ 9,075,000	



FUNDING OPPORTUNITIES

Grant Name	Project/Summary	Amount	Deadline	Notes
National Association of Realtors Housing Opportunity Grants	https://realtorparty.realtor/community-outreach/housing-opportunity	\$ 5,000.00		https://realtorparty.realtor/community-outreach/housing-opportunity
Strong Communities	The Strong Communities Grant Program supports Colorado municipalities and counties in planning for sustainable growth and development patterns and developing affordable housing. Planning grants will help communities align policies and regulations to locate affordable housing in infill locations near jobs, transit, and everyday services. Infrastructure grants will provide funding to local governments for infrastructure associated with the development of community benefit-driven infill affordable housing that meets critical housing needs as identified by the local government.			https://dlq.colorado.gov/strong-communities
Prop 123	Proposition 123 Implementation Several hundred million dollars for affordable housing will become available in the second half of 2023 due to the enactment of Proposition 123(External link) by Colorado's voters in 2022. This funding will be overseen by the Department of Local Affairs(External link) and the Governor's Office of Economic Development and International Trade(External link), and may be granted or loaned to the following types of organizations: Non-profits Community land trusts Private entities Local governments Organizations are only eligible for this funding if their project or program take place in cities or counties that have committed to increasing their affordable housing stock above a baseline amount. Stakeholders should regularly visit this site to find explanatory articles and resources, and to offer feedback that shapes future materials, policies, and procedures relating to affordable housing commitments, and funding programs overseen by the Department of Local Affairs.			https://co.accessgov.com/doh/Forms/Page/prop123/prop123-affordable-housing-commitment/0
Energy/Impact Fund	Energy/Mineral Impact Assistance Fund Grant (EIAF) The program assists political subdivisions that are socially and/or economically impacted by the development, processing, or energy conversion of minerals and mineral fuels.	up to \$2M		https://dlq.colorado.gov/energy-mineral-impact-assistance
Transformational Homelessness Response Grant Program.	DOLA. State. Project-based funding. The aim of this Transformational Homelessness Response Grant Program NOFA is to create a future where homelessness is rare and brief when it occurs, and no one gets left behind. The NOFA achieves this aim by advancing and implementing proven solutions and program models that reduce homelessness in a holistic and sustainable way by targeting many of the key underlying factors necessary for people to thrive. Deadline Letters of Intent due May 15, September 15; January 15, 2024. Deadline Application June 15, October 15; February 15, 2024.			

Innovative Housing Incentive Program	OEDIT. State. Project-based funding. The grant is designed to help support the expansion of affordable housing with funding for manufacturers and housing factories. They also have a loan program specifically for factories.			https://oedit.colorado.gov/innovative-housing-incentive-program
Thriving Communities	HUD Invites Local Governments to Request Thriving Communities Technical Assistance to Align Housing and Infrastructure Investments. HUD. Federal. HUD opened the portal for local governments to request technical assistance for its Thriving Communities technical assistance program. This funding will help local governments ensure housing needs are considered as part of their larger infrastructure investment plans, with a focus on disadvantaged communities.			https://www.transportation.gov/federal-interagency-thriving-communities-network
Addressing Homelessness in Rural Communities	HUD & USDA. A Technical Assistance Guide. Providing supportive housing in rural areas presents a significant challenge – one that is being exacerbated by economic distress caused by the COVID-19 pandemic. Rural communities struggle to find adequate, affordable rental units as well as access to the services their most vulnerable tenants need. Both U.S. Department of Agriculture (USDA) and U.S. Department of Housing and Urban Development (HUD) offer programs that can address the challenge.			https://www.hudexchange.info/resource/6741/addressing-homelessness-in-rural-communities-a-technical-assistance-guide/?utm_source=HUD+Exchange+Mailing+List&utm_campaign=eb5148ccdc-EMAIL_CAMPAIGN_2022_11_16_07_28&utm_medium=email&utm_term=0_f32b935a5f-eb5148ccdc-19862321
USDA - Housing Preservation Grants	<p>One of the programs I mentioned, Housing Preservation Grants, seemed to have garnered some interest amongst the group. The application window for Housing Preservation grants is now open. The deadline is June 5th, 2023. Would you be able to share this message and link with the CMHC conference attendees? Or, is there an email distribution list that I can use. Thank you for any help you can provide.</p> <p>Also, you're welcome to share this information with anyone in your networks.</p> <p>Please have interested persons contact me or Debby Rehn for more information. Here is Debby's information:</p> <p>Debby Rehn Loan Specialist Colorado State Office USDA Rural Development Phone: (720) 544-2918 Email: debby.rehn@usda.gov</p>		6.5.23	https://www.rd.usda.gov/programs-services/single-family-housing-programs/housing-preservation-grants
Direct Effect Awards	Colorado Housing and Finance Authority. State. Project-based funding. CHFA's Direct Effect Awards recognize Colorado nonprofit organizations whose missions align with CHFA's work to strengthen Colorado by investing in affordable housing and community development. Deadline Round 1 Opens May 1 Closes May 31. Round 2 Opens September 1 and Closes September 29.	\$ 30,000	9.29.23	

<p>PATHWAYS TO REMOVING OBSTACLES TO HOUSING (PRO HOUSING)</p>	<p>HUD. Grant Purpose: Identification and removal of barriers to affordable housing production and preservation. Eligible Applicants: States and local governments, metropolitan planning organizations (MPOs), and multijurisdictional entities. Eligible Uses: Activities that further develop, evaluate, and implement housing policy plans, improve housing strategies, and facilitate affordable housing production and preservation.</p> <p>Minimum Grant Size: \$1 million. Maximum Grant Size: \$10 million</p> <p>Estimated Number of Awards: 20</p> <p>Application Deadline: October 30, 2023 at 11:59pm ET (8:59pm PT)</p>	<p>\$1M-10M</p>	<p>10.31.23</p>	<p>https://www.hud.gov/program_offices/comm_planning/pro_housing#recorded</p>
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RHA Meeting Minutes

Board of Directors

October 12, 2023, 2:00–4:00 p.m.

Durango Chamber of Commerce

2301 Main Ave Durango CO 81301

A. MEETING CALLED TO ORDER by Chairman Vaughn at 2:05 pm (00:00:00)

B. INTRODUCTIONS AND ROLL CALL (00:00:00)

Table with 3 columns: NAME, AFFILIATION, ATTENDANCE. Lists names like Marsha Porter-Norton, Kevin Hall, Gilda Yazzie, etc., with their affiliations and attendance status (Present, Absent, Online).

Others present:

- o Mike French, LPEDA
o J.J. Desrosiers, LPEDA
o Sarah Tober, LPEDA (online)
o Sarah Schwartz, LPEDA
o Nicol Killian, Town of Bayfield (online)
o Laurie Roberts, United Today, Stronger Tomorrow
o Lisa Bloomquist, HomesFund
o Joan Faunteaux, DAAR

None present disclosed a conflict of interest.

C. PUBLIC COMMENT (00:00:00)

There was no comment from the public.

D. APPROVAL OF AGENDA (00:00:00)

Mark Garcia motioned to approve the agenda, and Marsha Porter-Norton seconded to approve the agenda. The motion passed by voice vote.

E. CONSENT AGENDA (00:00:01)

The consent agenda consisted of the September 2023 Board Meeting Minutes and the September 2023 Financial Statements.

Vice-Chair Porter-Norton requested that the September 2023 Board Meeting Minutes be removed from the Consent Agenda so that a grammatical correction could be made.

The Chair removed the September 2023 Board Meeting Minutes from the Consent Agenda.

Mark Garcia motioned, and Brenna Morlan seconded to approve the consent agenda. The motion passed unopposed by voice vote.

At Chair Vaughn's request, Vice-Chair Porter-Norton explained that in the September 2023 Minutes, a paragraph on the top of Page 7 containing Director Sickles Town of Bayfield updates was duplicated. With Director Sickles's input, it was determined that the second such paragraph should be deleted.

Marsha Porter-Norton moved, and Brenna Morlan seconded to approve the September 2023 Board Meeting Minutes with an amendment removing the second duplicated paragraph at the top of page seven. The motion passed unopposed by voice vote.

PRESENTATIONS AND ENGAGEMENT WITH NON-RHA ENTITIES (00:01:29)

None scheduled or presented

F. ALLIANCE UPDATES

1. CATALYST FUND UPDATES – SARAH TOBER (00:01:35)

The LPEDA is still talking to the Durango Industrial Development Foundation (DIDF) and has learned that their executive committee is potentially interested in directing the money left over when they dissolve as an organization to the Fort Lewis College Foundation instead of the Catalyst Fund. Of the five DIDF executive committee members present at their last meeting, four were in favor of donating to the FLC Foundation, but other members are on the record supporting a donation to the Catalyst Fund. Mr. French has reached out to Tom Stritikus and Melissa Mount at the Foundation to attempt to create a collaborative way forward. Mr. French will meet with Ms. Mount next week and will keep the Board informed. Chair Vaughn recently met with Steve Schwartz from Fort Lewis College about faculty housing and brought up the possibility of creating a mutually beneficial solution for the community and FLC.

Ms. Tober added that round two of the Catalyst Fund is open until October 31st. They had a successful webinar that is now up on the Catalyst Fund webpage of the LPEDA website. So far, this application round has not been as busy as the last one.

Chair Vaughn requested that a link to the Catalyst Fund page be added to the RHA website as well.

2. 2023 GOALS TRACKING– SARAH TOBER (00:07:48)



The RHA’s website is up and serving as a hub of housing information and continues to be refined. Everything set out to do with the Catalyst Fund has been accomplished and now just needs to be maintained. All member governments have opted into Prop 123, and now it needs to be determined what kinds of funds can be applied for and who can apply, including the RHA.

LPEDA staff have been meeting with employers as part of working on revamping the rental assistance program. This has dovetailed neatly with their work on Project RUN.

3. RHA BOARD RETREAT – SARAH SCHWARTZ (00:10:00)

The strategic planning session will occur on October 24th and 25th at the Bank of Colorado board room. It will be facilitated by Clark Anderson from Community Builders. The session should result in a fully implementable strategic plan when completed. In preparation for this session, a questionnaire was distributed to the Board, which Chair Vaughn asked that all Board Members respond to by the 13th of October. Treasurer Garcia and Director Sickles voiced concern that Mr. Anderson may not fully understand what the RHA is working toward since the questions seemed slightly generic. Chair Vaughn and Ms. Tober were surprised, as they had spent considerable time with Mr. Anderson in preparation for the strategic planning session. They agreed to follow up to ensure he fully understands the needs and desires of the RHA for this session. Vice-Chair Porter-Norton also spent about half an hour talking to Mr. Anderson and recommended he read the 3-Year Workforce Housing Investment Strategy to determine how we build the session off it and not start from scratch. The key issue will be a funding source, and it will be important to identify the dollar amount needed and then determine what the best source(s) would be.

Chair Vaughn expressed that he doesn’t see the RHA becoming a large entity but more of a clearing house. Vice-Chair Porter-Norton added that the RHA’s current role is that of convener, tracker of data, and funder. Additionally, the question needs to be addressed if the RHA should expand to development and property ownership. It was also noted that any funding source (outside of grants) will likely need to go to a vote of the public.

Treasurer Garcia shared that he had recently come from a State Tourism Office meeting in which housing was identified as the number one issue of concern. However, no one present had any significant subject knowledge in housing. He suggested that perhaps the strategic plan should include education. Chair Vaughn agreed and added that the RHA is bringing the governments together in a way that he has never seen before, and that is a talking point worth promoting and a dynamic that should be protected.

4. WORKFORCE DEVELOPMENT AND HOUSING - ROSALINDA LINARES-GREY (00:24:35)

Mx. Linares-Grey introduced and explained Project RUN (Rural Upskill Network), which is creating a micro-credential curriculum specific to local industry needs, and how workforce and housing issues are closely aligned. Treasurer Garcia inquired about the need for foundational work compatible with modular developments and how that might align with Project RUN’s work. Mr. French explained that while Project RUN’s award was specifically for seed funding, Southwest Collab, in partnership with Pueblo Community College, had received the money dedicated to planning. Their proposal was precisely aligned with what Treasurer Garcia was describing, and he would like to make some introductions to this effect.

When asked if there have been any state funds related to the trades, Mr. French indicated that LPEDA, in partnership with the County, has funded and organized upskill programs on drone piloting, Network+, and Security+. Also, Western States College of Construction received part of the Opportunity Now grant. It was also discussed how the workforce issue could fit in nicely with our strategic plan.

G. DECISION ITEMS

1. PRO HOUSING GRANT APPLICATION - SARAH SCHWARTZ (00:34:45)

This decision item was rendered moot early in the morning when the RHA's application for this grant was determined to be infeasible due to the timing of the submittal deadline, but LPEDA staff still desired input from the Board on whether they should continue to pursue grants of this kind. Even though this specific application was a long shot, it began the process of applying for federal grants. It was acknowledged that pursuing this type of opportunity is still very important for the RHA and that it may behoove the RHA to focus on foundation and state funding as the implementation of federal grants can be very complex and difficult.

2. NATIONAL FOREST SERVICE WORKFORCE HOUSING FEASIBILITY STUDY – SARAH TOBER (00:45:43)

Ms. Tober reminded the Board of the presentation from Dave Neely and Nick Glidden of the US Forest Service (USFS) in August regarding development opportunities on their Cole Ranch property. The original plan was for La Plata County to submit the Cole Ranch property to the Catalyst Fund for feasibility funding. Since then, USFS has also made a similar presentation to the Town of Bayfield regarding their headquarters property in Bayfield, and it was thought that the Town of Bayfield would also apply to the Catalyst Fund. The idea being to determine the feasibility of both properties in relation to USFS needs, including a headquarters and workforce housing.

However, Ms. Tober stated that it seems like it may be more expedient to submit only one application for both properties under a phase one/phase two structure. Doing so will allow the consultant, SEH, Inc., to include schematics for the Bayfield property. The expected cost of this feasibility study would be around \$30,000, and both studies are expected to happen regardless of whether the RHA is involved. However, she feels the RHA is a logical entity to present this phased application to the Catalyst Fund. Chair Vaughn acknowledged the long-term nature of this project but also that long-term solutions are still necessary for funding and future development.

Vice-Chair Porter-Norton brought up that while it is important for USFS to get housing, she would like to make sure that it is not only for their employees. However, Directors Sickles and Morlan countered that from their perspectives, USFS employees are residents of the Town of Bayfield and The County. Chair Vaughn stated that working with the Federal Government Takes a lot of time, and if they were to fund the study, it would take a lot of time. Director Hall also clarified that the feasibility study would be agnostic as to which property the units would be placed (i.e., Cole or their present property in Bayfield), but the desire is to get to the total units the properties would allow for new workforce housing.

Treasurer Garcia raised the issue of the perception of the RHA applying to the Catalyst Fund. Chair Vaughn and Director Garcia are on the committee, it was noted. There was not concern about this issue raised from The Board.

Patrick Vaughn motioned, and Brenna Morlan seconded to apply to the Catalyst Fund for a feasibility study for the development of the US Forest Service properties in the amount of \$30,000 contingent on the renewal of the Federal Flexible Partnership Act. The motion passed unopposed by roll call voice vote.

3. 5TH AMENDED AND RESTATED BYLAWS ADOPTION – J.J. DESROSIERS (01:01:29)

The Board decided that the hypotheticals would be better placed as an addendum at the end of the document.

Director Hall pointed out some grammatical errors on Page 11, Line 7, of the 2nd relined paragraph, which currently reads “and if not, it no director opposes it,” and should read “if no director opposes it.” As well as the last sentence on page 13 of the Bylaws, which currently reads, “The foregoing Amended and Restated Bylaws were approved and adopted as the Bylaws of the La Plata County Regional Housing **Authority**,” and should read, “Bylaws of the La Plata County Regional Housing **Alliance**,”.

Marsha Porter-Norton motioned, and Brenna Morlan seconded to approve the 5th Amended and Restated Bylaws with the grammatical changes proposed by Director Hall and the Hypotheticals moved to an addendum at the end of the document. The motion passed unopposed by roll call voice vote.

4. NEIGHBORWORKS SOUTHERN COLORADO CONSULTING PARTNERSHIP WITH HOMESFUND - LISA BLOOMQUIST (01:06:08)

Ms. Bloomquist explained that as of September 1st, 2023, Fannie Mae (Federal lending program) has adopted new rules regarding deed restrictions. These new rules may have a lot of repercussions on how entities can structure projects. All of those projects will need to be financed, and Fannie Mae and Freddie Mac are the biggest players. Furthermore, Freddie Mac is also expected to change their rules and requirements. Changing the rules has created a lot of confusion, and given the importance of deed restrictions, Ms. Bloomquist said she would like to get ahead of it. She has worked with NeighborWorks Southern Colorado (NWSoco), whom she finds incredibly insightful. She asked the RHA to join with the HomesFund in the consulting contract to get a review and stated that NWSoco’s rate is \$125 an hour. Chair Vaughn inquired about an hour cap and asked if other individuals were going to be involved. It was determined that Ms. Schwartz and Tober would be involved. It was agreed that the concept is supported, but budgetary details need to be determined.

Ms. Tober said that this supports Goal #5 and could come out of the operations line item. Director Hall asked what an alternative funding source may be and the precedence of providing funding to a third-party organization. While considerations of budget are important, this opportunity seems important as well, it was agreed.

Mark Garcia motioned, and Katie Sickles seconded to approve a \$1,250 funding commitment with HomesFund to work with NeighborWorks Southern Colorado for the development of deed restrictions and to involve RHA staff in training. The motion passed unopposed by roll call voice vote.

5. 2024 BUDGET-MARK GARCIA (01:23:02)

Per the previous question, the RHA has added a line item for training. The budget is fairly straightforward, and the miscellaneous line item has grown slightly, and grant funding remains. If there is an opportunity that presents itself, a budget revision can be submitted. Amounts are in alignment with member government expectations. The final adoption is set for November 9th.

Mark motioned, and Marsha seconded to proceed with the budget draft as presented. The motion passed unopposed by voice vote.

6. HOUSING NEEDS ASSESSMENT – SARAH TOBER (01:30:33)

Ms. Tober explained that pursuant to the Board’s desire to conduct an updated housing needs assessment. SEH Inc. and the Southern Ute Indian Tribe have completed a housing assessment recently, but it has a lot of redacted information. The Root Policy study is more recent, being from 2021. However, The RHA will need to make a Request of Proposal (RFP) to conduct a housing needs assessment and will need to be very clear about what data we need to avoid overpaying. We want to know the needed number of housing units and benchmarks every year and a broad array of what the unit product should look like.

The RHA has an RFP draft but needs the Board to review it before it can be sent out for bids. The question was asked: How much will RHA be able to spend on this line item with the Colorado Housing and Finance Authority (CHFA) covering 50%? The Board was unsure where the RHA’s 50% contribution would come from.

Brenna motioned, and Porter-Norton seconded to seek an RFP for a housing needs assessment. The motion passed unopposed by voice vote.

H. DISCUSSION/UPDATES (01:39:12)

1. GRANT MATRIX – SARAH SCHWARTZ (01:39:20)

Bayfield received \$2 million for Cinnamon Heights, but the State of Colorado-Division of Housing will not release the funds until they attain the \$700,000 grant match. Director Sickles stated they are more aggressively looking for funding and have spoken with Chuck at LPC. They have already matched the funds with the purchase of the property. Vice Chair Porter-Norton claimed LPC is willing to do ARPA funds as previously stated by The Board. Pine River Commons is having a pre-application meeting for The Stronger Communities grant.

The City of Durango has fully executed its agreement for the Residences of Durango and has received \$1 million for the award. Durango has a groundbreaking scheduled for October 27th. Durango Crossing had a pre-application meeting with the State’s DOLA funding source for Stronger Communities.

The Town of Ignacio had a groundbreaking ceremony for Rock Creek, their housing project. Canyon construction has been retained for infrastructure construction.

2. PROP 123 UPDATES – SARAH SCHWARTZ (01:44:47)

The 120 units set to be built at the Residences of Durango will count the City of Durango’s baseline commitment for Proposition 123.

I. MEMBER UPDATES

1. CITY OF DURANGO (01:44:49)

The City of Durango had their budget meeting on Tuesday, and it looks promising on most submittals, but they are only budgeting a 1% increase. The City of Durango is also considering changing and updating the planning dept accessory dwelling units and building permits. They are also reevaluating the relevancy of Fair Share

Programs and will hold a planning meeting on October 23rd to determine planning amendment, which will go before the City Council in November or December. If approved, those amendments will take effect in January 2024. Finally, the Residences at Durango groundbreaking event will be on Friday, October 27th, at 10 a.m., and RHA board members are invited to attend.

2. MEMBER AT LARGE (01:47:50)

A whitepaper on condominium development, as it relates to construction defect policy, was sent to the board. Chair Vaughn stated that to solve the issue related to condominiums not being built. He feels the State Legislature should create a law around the following three issues: 1) Plaintiff's attorneys should not be paid on a contingency fee basis; 2) Plaintiff's attorneys' monetary compensation should not be more than 10% of any total claim; 3) The client must use any approved claim to fix the issues on the home that gave rise to the claim within 12 months of the claim award. It was added that the Colorado Sun newspaper also recently wrote an article on why condos are not being built in Colorado.

3. TOWN OF IGNACIO (01:49:24)

The Town is continuing with its projects and is continuing to meet with Fading West on modular housing and the Southern Ute Indian Tribe. They will need some interim construction money, and they would like to put a trade group together specializing in modular foundations that would help Fading West.

4. TOWN OF BAYFIELD (01:51:02)

The Town's Comp Plan is out for public review, with public hearings on the 14th and 21st of November to review and hopefully adopt for updates to the land use code.

5. LA PLATA COUNTY (01:51:30)

The County is working to implement the State grant it received for Westside and installing infrastructure to help with annexation. The Adventure Inn is another project that is being worked on, which is bridge housing, and it's in the due diligence phase. The owner would be a nonprofit, Community Investment Alliance. The County has in its draft 2024 budget funds to help with housing, in the amounts of \$10,208 for HomesFund and \$60,000 for Housing Solutions.

Ms. Bloomquist added that the Homes Fund year-end celebration party and fundraiser is on Thursday, 10/26, at Zia's Cantina from 4:30-6:30 p.m.

J. MEETING ADJOURNED by Chairman Vaughn at 3:59 pm (01:53:21)

Recording:

https://us06web.zoom.us/rec/share/_DeFc6wQIXdCEnXdQ8FdL-DCB8GiQVcYd-yDGSFgzSI8fr4Ik82kZ4yQaGR8QI9m.KyoRSJejm9Sg7CEn

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