



Agenda
RHA Board of Directors
December 14th 2023 – 2:00- 4:00 p.m.

Center for Innovation
Durango Downtown Mall
<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. November 2023 Minutes
 - 2. November 2023 Financial Statements
- F. Presentations and Engagement with Non-RHA Entities**
- G. Alliance Updates**
 - 1. Catalyst Fund Updates – Mike French & Sarah Tober
 - 2. RHA Website - Sarah Schwartz
 - 3. 2023 Goals Tracking – Sarah Tober
 - 4. Annual Report – Sarah Schwartz
 - 5. 2024 Meeting Schedule – J.J. Desrosiers
- H. Decision Items**
 - 1. 2022 Financial Review
 - 2. Resolution 2023-06 ~ S.T.E.E.R Committee
 - 3. Resolution 2023-07 ~ 2024 Budget Adoption & Appropriation
 - 4. Strategic Plan Adoption
 - 5. LPEDA Admin Contract
 - 6. LPEDA Professional Services Contract
- I. Discussion/Updates**
 - 1. Funding IGA – Sarah Tober
 - 2. Grant Matrix – Sarah Schwartz
 - 3. Prop 123 Updates – Eva Henson & Sarah Tober
- J. Member Updates**
 - 1. Member at Large
 - 2. Town of Ignacio
 - 3. Town of Bayfield
 - 4. City of Durango
 - 5. La Plata County
- K. Adjournment**



Agenda
RHA Board of Directors
December 14th 2023 – 2:00- 4:00 p.m.

Center for Innovation
Durango Downtown Mall
<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. November 2023 Minutes (p. 2)
 - 2. November 2023 Financial Statements (p.10)
 - F. Presentations and Engagement with Non-RHA Entities**
 - G. Alliance Updates**
 - 1. Catalyst Fund Updates – Mike French & Sarah Tober
 - 2. RHA Website - Sarah Schwartz
 - 3. 2023 Goals Tracking – Sarah Tober (p. 15)
 - 4. Annual Report – Sarah Schwartz
 - 5. 2024 Meeting Schedule – J.J. Desrosiers
 - H. Decision Items**
 - 1. 2022 Financial Review (p. 18)
 - 2. Resolution 2023-06 ~ S.T.E.E.R Committee (p. 33)
 - 3. Resolution 2023-07 ~ 2024 Budget Adoption & Appropriation (p. 38)
 - 4. Strategic Plan Adoption (TBD)
 - 5. LPEDA Admin Contract (p. 41)
 - 6. LPEDA Professional Services Contract (p. 50)
 - I. Discussion/Updates**
 - 1. Funding IGA – Sarah Tober (p. 60)
 - 2. Grant Matrix – Sarah Schwartz (p. 68)
 - 3. Prop 123 Updates – Eva Henson & Sarah Tober
 - J. Member Updates**
 - 1. Member at Large
 - 2. Town of Ignacio
 - 3. Town of Bayfield
 - 4. City of Durango
 - 5. La Plata County
 - K. Adjournment**



RHA Meeting Minutes

Board of Directors

November 9, 2023, 2–4 p.m.

Center for Innovation, Durango

A. MEETING CALLED TO ORDER by Chairman Vaughn at 2:03 p.m. (00:00:08)

B. INTRODUCTIONS AND ROLL CALL (00:00:20)

NAME	AFFILIATION	ATTENDANCE		
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 checked="" type="checkbox"/> Present	<input 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 checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent	<input type="checkbox"/> Online
Mark Garcia	Town of Ignacio, Manager	<input type="checkbox"/> Present	<input type="checkbox"/> Absent	<input checked="" type="checkbox"/> Online
Clark Craig	Town of Ignacio, Mayor	<input type="checkbox"/> Present	<input type="checkbox"/> Absent	<input checked="" type="checkbox"/> Online
Patrick Vaughn	Member at Large	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent	<input type="checkbox"/> Online

Others present:

- Mike French, LPEDA
- J.J. Desrosiers, LPEDA
- Sarah Tober, LPEDA
- Sarah Schwartz, LPEDA
- Laurie Roberts
- Cynthia Roebuck (online)
- Elizabeth Salkind, HomesFund (online)
- Shak Powers, Region 9 (online)
- Jenn Lopez (online, Project Moxie, voice only)
- Joan Fauteaux, DAAR
- Donna Rheault, NINA
- Weylin Ryan (Visit Durango)

No directors disclosed any conflict of interest.

C. PUBLIC COMMENT (00:00:49)

Laurie Roberts appreciates everything we are doing. She has previously spoken about the public not being informed about what is being done concerning housing, and since then, there have been a lot more specific details in the newspaper regarding the Best Western project, which she applauds. She also spoke about subject matter experts and is glad for the technical assistance the RHA has received. Two months ago in

Ignacio, the Montezuma Housing Authority, and the differences between the two types of housing authorities were discussed. Ms. Roberts found it worrying that Ms. Lopez was the only one who knew the specifics related to the issue. She is interested in learning what happened at the retreat and mentioned that when technical assistance consultants from Denver were here, her impression was that they were advocating for the RHA to get involved in development.

D. APPROVAL OF AGENDA (00:04:24)

Director Eva Henson motioned, and Director Brenna Morlan seconded to approve the agenda. The motion passed unopposed by voice vote.

E. CONSENT AGENDA (00:04:50)

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

Director Henson requested that the October 2023 Financial Statements be removed from the consent agenda.

Chair Pat Vaughn removed the October 2023 Financial Statements from the consent agenda.

Vice-Chair Marsha Porter-Norton motioned, and Director Brenna Morlan seconded to approve the October 2023 Board Meeting Minutes as presented. The motion passed unopposed by voice vote.

Director Henson inquired about the approval process for the new 2024 budget. Business resumed once it was determined that these financial statements had no bearing on that item.

Treasurer Mark Garcia motioned, and Director Brenna Morlan seconded to approve the October 2023 Financial Statements as presented. The motion passed unopposed by voice vote.

F. PRESENTATIONS AND ENGAGEMENT WITH NON-RHA ENTITIES (00:07:03)

1. SILVER NEST - LIZA TREGILLUS & COLLIN RADER

Ms. Tregillus is a retired social worker for the health department and is now working on loneliness as a public issue. In her presentation, she spoke about a group in Oregon addressing loneliness by using a home-share app called Silvernest. Silvernest is similar to a dating app and matches home sharers with renters who need housing -such as college students, local workforce workers, childcare workers, etc.- all who are struggling to find housing. It also provides options for rent, service, or a combination exchange. The app looks at compatibility, safety, communication, agreements, and ongoing support to determine the best match. The idea is that this program addresses the need for housing without having to build. Some models are more staff-heavy, but they are exploring a volunteer-based approach.

Ms. Tregillus has met with Housing Solutions of the Southwest, CHAC Community Health Action Coalition members, the Grub Hub at Fort Lewis College, Durango’s Business Improvement District (BID,) the Durango Chamber of Commerce, the City of Durango, Mercy Hospital, Project Moxie, 9R School District, and local realtors. She would like to partner with as many housing entities as possible to make the app successful. Their program is set to launch by February 2024 with a goal of 20 homes being listed. Ms. Tregillus will create an email group to spread information, collaborate, and find matches. Director Sickles expressed interest, and Vice-Chair Porter-Norton stated that she desires the RHA to be a partner and potentially feature Silvernest at the Housing Summit in April. Director Yazzie stated she also likes the idea of the program and wants to stay informed. The Board was in support of promoting the Home Share program, but no commitments were made at this time. Once launched, LPEDA staff will add the Home Share program to the RHA website under the housing resources page.

G. ALLIANCE UPDATES

1. CATALYST FUND UPDATES – MIKE FRENCH & SARAH TOBER (00:23:35)

Round 2 has closed with seven applications (2 preservation projects and 5 new developments). The Working Group has started the initial review and will return to applicants for further questions. The Working Group will meet again to review apps on November 27, 2023, and awards will be given out by the beginning of December 2023. Ms. Tober said there is currently \$450k in the Catalyst fund. Director Hall asked if the Catalyst Fund Committee would see more information from applicants before the next section.

LPEDA staff submitted a proposal to the Durango Industrial Development Foundation (DIDF) Executive Committee on Friday, November 3rd, to receive the funds they are making available upon their dissolution. All proposals will be reviewed once DIDF Chairman Jason Portz returns from vacation. The DIDF Board will then schedule presentations for each of the proposals. Mr. French asked for representation from the RHA Board for the proposal presentation. Mr. French has met with the Durango Police Department and 9R School District concerning their housing needs. He reported that elementary school enrollment is down across Durango by up to 30%, but that high school enrollment is up by 18%. This can be attributed to the people who are moving here being established families and students transferring to local high schools as sophomores, juniors, and seniors. Mr. French also reported that only 5% of Durango Police Department employees live in Durango proper. The rest live in La Plata County, outside the county, and even across state lines. Additionally, Bob Allen has provided statistics on the county's last 35 years of Housing Available Inventory, which is at the lowest level it has ever been.

Mr. French indicated that all three of these stakeholders would be invited to attend the DIDF presentation and requested that Chair Vaughn represent the RHA Board. Chair Vaughn agreed.

Chair Vaughn suggested that we find out if any faculty of Fort Lewis College have benefited from HomesFund and stated that receiving funds from DIDF would be a significant win, even if we only received 50%. Vice-Chair Porter-Norton suggested having one presenter from Homes Fund’s end-of-year celebration join the proposal presentation.

2. 2023 GOALS TRACKING – SARAH TOBER & SARAH SCHWARTZ (00:31:50)



Ms. Tober stated that she anticipates seeing the RHA's strategic plan and goals for 2024 by the next meeting. Ms. Tober and Ms. Schwartz have a meeting with 1st Southwest Bank to go over the rental assistance program to revamp it. LPEDA staff have also met with Homes Fund about deed restrictions and Housing Solutions of the Southwest for guidance on their HUD grant application process. Ms. Tober is in conversation with the League of Women Voters of La Plata County, who want to focus on housing for next year's election. It was also noted that Jessica Jones from Habitat for Humanity has joined the Catalyst Fund Working Committee and that LPEDA staff is still working on an RFP for a housing needs assessment. Director Sickles appreciated Ms. Tober's team's effort in completing the goals and the momentum the RHA has gained with LPEDA's staff.

3. ALLIANCE SCOPE OF WORK AND CONTRACT UPDATES – MIKE FRENCH & SARAH TOBER (00:34:51)

Last year's scope of work from the LPEDA's contracts was included in the packet for reference. The LPEDA is in budget season and wants to ensure its resource allocation aligns with the Board's expectations. Directors emphasized the desire for a strong focus on communication about the RHA and what its partners are doing in the community and perhaps submitting a story to the *Durango Herald* to that effect. It was ultimately decided that LPEDA staff should prepare an annual report for the year 2023.

Treasurer Garcia has been working with LPEDA staff on the 2024 budget and shared that there is a line item for the professional services contract with the LPEDA totaling \$178,000. It was clarified that a complete archive of historical files has been maintained and that the budget line for operational structure is still necessary to cover rent, insurance, phone, etc., but will only be half as large in 2024.

4. AUDIT EXEMPTION APPROVAL – SARAH TOBER (00:41:08)

The RHA received an audit exemption approval, given that there were less than \$100 in transactions for 2023. A full audit will be coming in 2024.

H. DECISION ITEMS

1. RESOLUTION 2023-06 ~ ESTABLISH A PUBLIC FUND ADVISORY COMMITTEE – JENN LOPEZ (00:41:48)

Ms. Lopez gave an overview of the resolution, which calls for a sustainable funding source and establishing an Advisory Committee to pursue this goal. Chair Vaughn explained that this had been determined to be the best course of action at the recent board retreat, where finding a sustainable funding source was given primary importance.

It was determined that although the resolution was substantively accurate to what was discussed at the board retreat, particular wording should be edited for clarity. Additionally, it was decided that more work had to be done to determine who would sit on the Advisory Committee. Towards that end, Chair Vaughn requested that the LPEDA staff send a working list to the Board for input.

The Board decided to defer action on Resolution 2023-06 to allow for further editing and rewording.

2. RESOLUTION 2023-07 ~ 2024 BUDGET ADOPTION & ALLOCATION – MARK GARCIA (00:51:60)



Treasurer Garcia has worked with LPEDA staff, and he stated the 2024 RHA draft budget is now very straightforward compared to earlier drafts. It was noted that an additional line item was created for the Sustainable Funding Working Group. He clarified that RHA operations and programming have not been equal to net contributions from member governments and that dipping into fund balance has been necessary. Ms. Tober added that the administrative operation costs for the RHA have been lowered to \$6,000 for next year since all funds were not used in 2023.

Director Henson asked about members' contributions, noting they had all increased by 26.7% and she inquired about what metric was used to justify that increase. Treasurer Garcia confirmed that the contribution increases were based on creating a fund balance and the amounts charged to each entity were based on the population formula in the funding IGA. Questions were raised as to whether this was consistent with the funding IGA (intergovernmental agreement) and the feasibility of member governments amending their budgets accordingly post-budget season.

Chair Vaughn opened a brief public hearing on the budget but was subsequently closed as no public comments were made.

Ms. Tober presented the IGA funding agreement, which states the proportional funding contributions for each entity for 2023-2025 and thus does not appear to contain language allowing for automatic annual contribution increases. When asked if there is discretion in each governmental entity's budget to accommodate the increase in contribution, it was determined that the City of Durango has funds available, Ignacio can contribute, Bayfield is unsure, and the County needs to look into it more. Treasurer Garcia stated that the RHA can dip into the reserve funds if entities cannot contribute the increased amounts. He also suggested that the Board revisit membership fees for 2024, as the IGA does allow for unanimous approval of contribution increases related to specific projects or purposes. This was thought to be prudent by other members of the Board.

Mr. French brought up that when programming started in 2023, the funding IGA had been signed, but the RHA has been a year in arrears since funding began in 2022. The RHA's programs did not start until 2023, so the RHA has a buffer to catch up. Director Hall asked if a vote was necessary at this meeting or if it could be moved to next month as he thought it prudent to clarify what is in the County's budget and desired to preserve the proposed RHA budget if possible.

The Board directed LPEDA staff to use the 2023 contribution numbers and to use the 2024 balance excess to fill the gap. As well as to explore amendments to the IGA funding agreements to provide for flexibility to adjust amounts based on inflation, population, etc., within the first six months of 2024.

The Board agreed to table the budget resolution until the December 14th, 2023 meeting.

I. DISCUSSION/UPDATES (01:14:49)

1. 2024 STRATEGIC PLAN – SARAH TOBER (01:14:55)

After the board retreat, Clark Anderson, the facilitator, sent a 2024 strategic plan draft, included in the packet, to Jenn Lopez and LPEDA staff with three articulated strategies, identified leads for each initiative, and provided a timeline. Securing a sustainable funding source was determined to be the primary focus, along with community awareness and outreach to targeted stakeholders.

Director Hall asked about the intent to transform the strategic plan from a draft and suggested that the RHA Board ensure that the vocabulary/language matches the resolution wording. Ms. Tober confirmed it will be reviewed by December 2023.

Vice-Chair Porter-Norton said she felt the strategic plan reflected what was covered during the Board Retreat.

Chair Vaughn requested the Board get comments to staff before the next Board Meeting so they can have a more productive discussion.

Director Henson recommended a red-lined version so all members can see the working changes.

2. WORKING GROUP CREATION – JENN LOPEZ & SARAH SCHWARTZ (01:18:44)

Ms. Lopez has asked the Board to decide on a name for the working group. The Board agreed on the RHA Funding Advisory Committee. Ms. Lopez also presented a timeline for creating the group. She reminded the Board that they wanted a larger advisory committee and that there were discussions about creating a fact sheet/overview of tasks. Ms. Lopez has been working on the fact sheet and is waiting for the Board to decide on a name and composition of working groups to be used when approaching potential working group members.

Chair Vaughn confirmed that the first step is to get the fact sheet out to Board members to make any necessary changes before coming together to decide who they want to approach and ensure those people want to be on the Advisory Committee. It was stated that it would not be hard to recruit people given how much of a priority workforce housing is across the County.

3. LIBRARY DISTRICT UPDATES - MARSHA PORTER-NORTON (01:22:43)

Vice-Chair Porter-Norton stated that the Joint Use Sales Tax (JUST) currently funds the Durango Public Library. The JUST fund, overseen by the City and County, accounts for \$3 million to the Durango Public Library's budget for 2023 and \$2.7 million for 2024. If the RHA wants to go to the ballot in 2024 for housing, they could be competing against a measure that would form a library district, funded by property tax. If this effort does go to a ballot there will be a question of what would happen to the current JUST funds spent on the library and a proposal would be to ask the City and County to redirect those funds to housing. It was also pointed out that any JUST funds directed to housing would only be allocated on a year-to-year basis.

Vice-Chair Porter-Norton said the library property tax proposal discussion has momentum but is moving slowly. They have a committee of 17 or 18 people but have not formally registered as an Issues Committee yet. The County is waiting to see what they will receive from property taxes. If the sales tax measure were to go to ballot, the City of Durango and La Plata County would have to do a resolution. La Plata County would put it on the ballot since the new library district would be in the City of Durango but would encompass parts of unincorporated La Plata County.

Director Yazzie reported that the School District and civic center/9R building/police department may also be competing for funding on a 2024 ballot. The library board has not mentioned the reallocation of taxes but did say they want to start Sunday services. Director Yazzie thought funding for the 9R and civic center building was more important. She said there is some momentum for the school ballot and requested hard figures to bring to the library board.

Vice-Chair Porter-Norton said that if it passes, the library will not receive funds from property tax until 2026. The reallocated taxes could, as one example, provide some funding to the Catalyst Fund, a startup fund, or a revolving loan fund. She also noted that the critical point is, do we go to ballot, and if so, when? More information about the Library Tax should be available around January/February 2024.

4. RHA WEBSITE AND PROJECT DASHBOARD – SARAH SCHWARTZ (01:31:42)

Ms. Schwartz presented the revamped RHA website, added a project dashboard, and confirmed that all suggested updates from the Board have been made. Chair Vaughn requested that each board member review the website and provide feedback and updates. When asked if the website meets all standards for accessibility/ADA requirements, Ms. Schwartz confirmed that the site meets all guidelines.

Secretary's Note: Director Craig excused himself from the meeting due to time constraints.

5. GRANT TRACKING – SARAH SCHWARTZ (01:37:50)

Ms. Schwartz stated that there were not many updates to this month's grant matrix. In partnership with the San Juan Forest Service, the RHA has submitted an application to the Catalyst Fund for a feasibility study on two of the Forest Service's properties, Cole Ranch and their Bayfield property.

Director Sickles shared that Bayfield has not been invited to apply with DOLA yet but did have their initial meeting and was asked to increase their request for Pine River Commons. They will know more at the beginning of December.

The Board thought it would be prudent to include other funding sources, such as loans, in the grant matrix, which would also be helpful for the forthcoming Advisory Committee and public transparency.

Director Henson suggested creating a numbers-based balance sheet to demonstrate the need for collaboration between entities and to have a local point of information to post on the RHA's website. The Board discussed various ways that could be visualized and how useful it would be for engaging stakeholders and the Advisory Committee.

6. PROP 123 UPDATES – EVA HENSON & SARAH TOBER (01:47:56)

The baseline commitment deadline for Prop 123 was November 1, 2023, and all four of the RHA entities' members have joined more than 200 jurisdictions statewide by opting in. Shirley Diaz from DOLA will hold a Prop 123 training session on Friday, November 17, 2023, from 9–11 a.m. and discuss how to tap into funding sources at the State level.

Director Henson shared that the City of Durango has submitted a Letter of Intent (LOI) for the Planning Capacity Grant Program. Ms. Lopez clarified that the RHA is eligible to apply and recommended submitting an LOI by the December 4th, 2023, deadline. There is \$3 million of funding available for year 1, and the funds can be used for permitting, zoning, technical assistance, and implementing tracking systems for Prop 123. The RHA can apply on behalf of the County, Ignacio, and Bayfield, and Ms. Lopez is willing to help write the LOI. The maximum amount of funding that the RHA can apply for through this grant is \$200,000.

Chair Vaughn directed LPEDA staff to work with the City of Durango and Jenn Lopez to complete the LOI.

J. MEMBER UPDATES

Secretary's Note: Due to time constraints, the Chair dispensed with the agenda set order for member updates. At this time, Director Henson and Director Morlan excused themselves from the meeting due to other time commitments.

1. LA PLATA COUNTY (01:59:29)

Vice-Chair Porter-Norton reported that La Plata County had \$1.7 million in a revolving loan fund and has received more funding. She wondered if operating a revolving loan fund at the County and the Catalyst Fund simultaneously made sense. Mr. French explained that if the DIFD money comes, the funds would be put in a separate bank account, similar to how the Catalyst Fund is operated.

Director Hall discussed a proposal for a comp plan amendment that would need to be presented to the County's Planning Commission for an approved amendment before being presented to the City of Durango's Planning Commission and then to the City Council for the opportunity for higher-density housing in the east Grandview area.

2. MEMBER AT LARGE (02:05:24)

No updates

3. TOWN OF IGNACIO (01:58:38)

Treasurer Garcia shared that Rock Creek infrastructure work is beginning soon, and the project came in under budget. It was reported that the Town is working with Fading West, and the Southern Ute Indian Tribe is also participating in conversations with Fading West.

4. TOWN OF BAYFIELD (02:02:50)

Director Sickles stated that their updated comprehensive plan is set to be adopted this month. They are also putting together an RFP for a builder for Cinnamon Heights. Prop 123 money could be granted to developers, but governments are already set up to manage steps and funds. She added that the town plans to adopt its budget on November 21st and stated that the upcoming special session will probably make it as if Prop HH had passed.

5. CITY OF DURANGO (02:04:30)

On November 17th, the City of Durango will hold a key exchange with 9R and the Fire Station. They also did a community satisfaction survey of the City of Durango, which was well received. They still have rentals at the Gauge Apartments and are continuing to work on their budget.

K. MEETING ADJOURNED by Chairman Vaughn at 4:07 pm (02:05:40)

Recording:

https://us06web.zoom.us/rec/share/An65Pr4a8v57jU_0omcEFB4NGLsKgIXkSSF_BkwACy6FGOoS1vN7GvuzocvGuc28.jvgiR4lpjU_rINRe

Passcode:3.o^4tQ9



Regional Housing Alliance of La Plata County
Statement of Assets, Liabilities, & Net Assets

12/06/23

Accrual Basis

As of November 30, 2023

	Nov 30, 23	Nov 30, 22	\$ Change
ASSETS			
Current Assets			
Checking/Savings	252,741	227,241	25,500
Other Current Assets			
1400 · Prepaid Expenses	141	132	9
Total Other Current Assets	141	132	9
Total Current Assets	252,882	227,373	25,509
Other Assets			
1700 · Lease Deposit	350	0	350
Total Other Assets	350	0	350
TOTAL ASSETS	253,232	227,373	25,859
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable	5,632	1,152	4,480
Total Current Liabilities	5,632	1,152	4,480
Total Liabilities	5,632	1,152	4,480
Equity			
2053 · Unrestricted Net Assets	221,788	265,210	(43,422)
2054 · Reserved for Emergencies	1,267	0	1,267
Net Income	24,545	(38,989)	63,534
Total Equity	247,600	226,221	21,379
TOTAL LIABILITIES & EQUITY	253,232	227,373	25,859

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

12/06/23

Accrual Basis

	Jan - Nov 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	220	(220)	0%
Total 3000 · Unrestricted Revenues	225,000	225,220	(220)	100%
Total Income	225,000	225,220	(220)	100%
Expense				
4315 · Professional Services				
4398 · Prof'l Services - Admin Fee	20,900	20,900	0	100%
4005 · Prof Serv Audit Fees	5,200	6,000	(800)	87%
4322 · Prof'l Services- Legal Fees	3,455	2,350	1,105	147%
4323 · Prof'l Services- Website	0 ¹	900	(900)	0%
4394 · Prof'l Services-Hsng Strategy	163,385 ²	163,167	219	100%
Total 4315 · Professional Services	192,941	193,317	(376)	100%
4060 · Dues and Subscriptions	345			
4080 · Liability Insurance	1,551	1,467	84	106%
4122 · Office Expense	480	5,408	(4,928)	9%
4340 · Rent	3,850	3,850	0	100%
4360 · Telephone & Internet	289	550	(261)	52%
6240 · Miscellaneous	1,000	917	83	109%
Total Expense	200,455	205,508	(5,053)	98%
Net Ordinary Income	24,545	19,712	4,833	125%
Net Income	24,545	19,712	4,833	125%

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

12/06/23

Accrual Basis

1. Website expenses included in professional services contract with LP Economic Alliance

2. Additional expense in November (\$219) for support of Homes Fund Shared Equity program consulting

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

12/06/23

Accrual Basis

November 2023

Type	Date	Num	Adj	Name	Memo	Clr	Debit	Credit	Balance
Ordinary Income/Expense									
Expense									
4315 · Professional Services									
4398 · Prof'l Services - Admin Fee									
Bill	11/01/2023			La Plata Economic Developme...	mo admin		1,900.00		1,900.00
Total 4398 · Prof'l Services - Admin Fee							1,900.00	0.00	1,900.00
4005 · Prof Serv Audit Fees									
Bill	11/01/2023	61995		Fredrick Zink & Associates, PC	due for Review of 2018-21		1,200.00		1,200.00
Bill	11/01/2023	643444		Fredrick Zink & Associates, PC	Review 2022 - work thru Oct		4,000.00		5,200.00
Total 4005 · Prof Serv Audit Fees							5,200.00	0.00	5,200.00
4322 · Prof'l Services- Legal Fees									
Bill	11/01/2023	4310		Law Office of David Liberman	bylaws work, bd packets review		432.00		432.00
Total 4322 · Prof'l Services- Legal Fees							432.00	0.00	432.00
4394 · Prof'l Services-Hsng Strategy									
Bill	11/01/2023			La Plata Economic Developme...	mo contract for 2023		14,833.33		14,833.33
Bill	11/06/2023	859		Homes Fund Inc	Shared Equity program consulting with Neighborworks CO		218.75		15,052.08
Total 4394 · Prof'l Services-Hsng Strategy							15,052.08	0.00	15,052.08
Total 4315 · Professional Services							22,584.08	0.00	22,584.08
4080 · Liability Insurance									
General Journal	11/30/2023	FY 22 ...			monthly liab insurance expense		140.97		140.97
Total 4080 · Liability Insurance							140.97	0.00	140.97
4340 · Rent									
Check	11/01/2023	bp		Durango Chamber of Commerce	mo rent		350.00		350.00
Total 4340 · Rent							350.00	0.00	350.00
4360 · Telephone & Internet									
Check	11/01/2023	bp		Fasttrack Communications, Inc.	mo service		27.24		27.24
Total 4360 · Telephone & Internet							27.24	0.00	27.24
Total Expense							23,102.29	0.00	23,102.29
Net Ordinary Income							23,102.29	0.00	(23,102.29)
Net Income							23,102.29	0.00	(23,102.29)

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	August	September	October	November	December	NOTES
#1 Centralize area housing information and resources	Complete														
subtask #1 Build a hub	Complete														
subtask #2 Fact Sheet/Presentation	Complete														Completed in March 2023
subtask #3 Website	Complete														
subtask #4 Public Outreach/Support	Complete														
#2 Fund workforce housing	In progress														
subtask #1 Catalyst Fund	Complete														
subtask #2 Startup Fund	Complete														Completed in February 2023
subtask #3 Develop Process	Complete														Completed in March 2023
subtask #4 Hire Coordinator	Complete														Completed in December 2022
subtask #5 Inventory Projects	Complete														
subtask #6 Define Joint Outcomes	Complete														
subtask #7 Catalyst Fundraising	Complete														
subtask #8 Apply for Prop 123	Complete														
subtask #9 County of municipal tax for workforce housing	Complete														
subtask #9 Catalyst Fund Grant Writing	Complete														
subtask #9 Tracking Opportunities	Complete														
subtask #10 Grant Writing in collab with public partners	Complete														
subtask #9 Grant Writing	In progress														
subtask #10 Apply for 3 grants	Ongoing														
subtask #11 Manage all awarded projects	Ongoing														
#3 Support area housing efforts	Complete														
subtask #1 Write letters of support	Complete														
subtask #2 Public meeting support	Complete														
subtask #3 Educational forums/webinars	Complete														
#4 Rental assistance	In progress														
subtask #1 Employer focus group series	Yet to begin														
subtask #2 Create program pilot	Complete														
subtask #3 Work with employers to create rental assistance	Complete														
#5 Unite regional approach	In progress														
subtask #1 Facilitate multi-jurisdiction meetings	Complete														
subtask #2 Deed Restriction	Complete														
subtask #3 Joint efforts on Prop 123	In progress														
subtask #4 Public Partner Resources	In progress														
subtask #5 Public partner housing barriers	In progress														
subtask #6 Contractor barriers	In progress														
subtask #7 Land use dept stakeholder barriers	In progress														
subtask #8 Determine best path forward	In progress														
subtask #9 County of municipal tax for workforce housing	In progress														
subtask #10 Outline key measures for criteria	Yet to begin														
subtask #11 Document expedition criteria	Yet to begin														
subtask #12 Compile best practices	In progress														
subtask #13 Land use code	Yet to begin														
subtask #14 Professional service startup	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**

**FINANCIAL STATEMENTS AND INDEPENDENT
ACCOUNTANTS' REVIEW REPORT**

December 31, 2022

DRAFT
11.13.23

REGIONAL HOUSING ALLIANCE OF LA PLATA COUNTY

TABLE OF CONTENTS December 31, 2022

	<u>Page</u>
FINANCIAL SECTION	
Independent Accountant's Review Report	1
Management's Discussion and Analysis (Required Supplementary Information)	3
<u>Basic Financial Statements</u>	
Statement of Net Position	6
Statement of Revenues, Expenses and Changes in Net Position.....	7
Statement of Cash Flows	8
Notes to Financial Statements	9

INDEPENDENT ACCOUNTANT'S REVIEW REPORT

Board of Directors
Regional Housing Alliance of La Plata County
Durango, CO 81301

We have reviewed the accompanying financial statements of the governmental activities and the business-type activities of the Regional Housing Alliance of La Plata County (the "RHA") as of and for the year ended December 31, 2022, and the related notes to the financial statements, which collectively comprise the RHA's basic financial statements as listed in the table of contents. A review includes primarily applying analytical procedures to management's financial data and making inquiries of management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Accountant's Responsibility

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the American Institute of Certified Public Accountants. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

We are required to be independent of the RHA and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our review.

Accountant's Conclusion

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management’s discussion and analysis and budgetary comparison information be presented to supplement the basic financial statements. Such information, although not a required part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting and for placing the basic financial statements in an appropriate operational, economic, or historical context.

Such information is the responsibility of management. We have not audited, reviewed, or compiled the required supplementary information and we do not express an opinion, a conclusion, nor provide any assurance on it.

FredrickZink & Associates, PC

FredrickZink & Associates, PC

November 13, 2023

DRAFT
11.13.23

MANAGEMENT'S DISCUSSION AND ANALYSIS (Unaudited)
December 31, 2022

As fiscal managers of the Regional Housing Alliance of La Plata County (the "RHA"), the following information offers readers of the RHA's financial statements this narrative overview and analysis of the financial activities of the RHA for the fiscal year ended December 31, 2022. We encourage readers to consider the information presented here in conjunction with the additional information furnished in our basic financial statements to better understand the financial position of the RHA.

Financial Highlights

- Since 2017, Regional Housing Alliance has been in dormant status. All employees and assets, except for the Energy Impact Assistance Fund loans and cash, were transferred to HomesFund (formerly La Plata Homes Fund, Inc.). The HomesFund provides homebuyer assistance program (education, counseling, down payment assistance) to the 5-county southwest Colorado region.
- As of December 31, 2022, the RHA did not hold any mortgage receivables.
- As of December 31, 2022, the RHA held \$227,241 in cash resulting from prior year payoffs of Energy Impact mortgages.

Overview of the Financial Statements

The financial statements of the RHA are presented as a special purpose government engaged only in business-type activities.

The *Statement of Net Position* presents information on the RHA's assets and liabilities, with the difference between the two reported as net position. Over time, increases and decreases in net position may serve as a useful indicator of whether the financial position of the RHA is improving or deteriorating. Nonfinancial factors should also be considered to assess the overall position of the RHA.

The *Statement of Revenue, Expenses and Changes in Position* reports the changes that have occurred during the year to the RHA's net position. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in the statement for some items that will only result in cash flows in future fiscal periods.

The *Statement of Cash Flows* reports the RHA's cash flows from operating, noncapital financing, capital and investing activities.

FINANCIAL SUMMARY AND ANALYSIS

The notes to financial statements provide additional information that is essential to a full understanding of the data provided in the financial statements.

REGIONAL HOUSING ALLIANCE OF LA PLATA COUNTY

**MANAGEMENT'S DISCUSSION AND ANALYSIS (Unaudited)
December 31, 2022**

CONDENSED STATEMENT OF NET POSITION

	2022
Total assets	\$ 227,241
Total liabilities	\$ 4,186
Net position	
Restricted for emergencies	1,267
Unrestricted	221,788
Total net position	223,055
Total liabilities and net position	\$ 227,241

CONDENSED STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION

	2022
REVENUES	\$ 76
EXPENSES	42,231
Operating loss	(42,155)
Change in net position	\$ (42,155)

Revenues

In 2018 through 2021 the RHA was primarily dormant and received minimal revenue, the only source being interest on bank accounts. There were no additional revenue sources in 2022. The RHA is evaluating options for future contribution revenue to be determined pursuant to agreements between La Plata County, the City of Durango, the Town of Bayfield, and the Town of Ignacio.

MANAGEMENT'S DISCUSSION AND ANALYSIS (Unaudited)
December 31, 2022

Expenditures

The RHA's major expenditures in 2022 were Professional Fees paid (1) to The Southwest Council of Governments, Region 9 Economic Development, and the La Plata Economic Development Alliance for administrative management, (2) to Fredrick Zink & Associates for accounting services, and (3) for legal fees. The RHA did not have any employees during 2022.

BUDGETARY HIGHLIGHTS

The RHA prepares its budget on the modified accrual basis of accounting to recognize the fiscal impact of capital outlay, in addition to operating and non-operating revenue and contributions.

The 2022 budget included minimal revenues and expenses.

- Actual operating revenues received in 2022 were bank interest revenues of \$76 which was \$174 less than budgeted
- Actual operating expenses, on the budgetary basis, were less than budgeted by \$161,314

REQUESTS FOR INFORMATION

This financial report is designed to give its readers a general overview of the RHA's finances. Questions regarding any information contained in this report or requests for additional financial information should be addressed to: The La Plata County Economic Development Alliance, 2301 Main Avenue, Durango, CO 81301, or 970-259-1700.

BASIC FINANCIAL STATEMENTS

DRAFT
11.13.23

REGIONAL HOUSING ALLIANCE OF LA PLATA COUNTY

STATEMENT OF NET POSITION

December 31, 2022

ASSETS

Current assets

Cash and cash equivalents.....	\$	226,761
Prepaid expenses.....		480

Total assets..... \$ 227,241

LIABILITIES AND NET POSITION

Current liabilities

Accounts payable.....	\$	4,186
-----------------------	----	-------

Total liabilities..... 4,186

Net position

Restricted for emergencies.....		1,267
Unrestricted.....		221,788

Total net position..... \$ 223,055

See accompanying notes and independent accountant's review report.

REGIONAL HOUSING ALLIANCE OF LA PLATA COUNTY

STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION

For the Year Ended December 31, 2022

REVENUES

Interest income.....	\$	76
Total revenues.....		<u>76</u>

EXPENSES

Professional fees.....		33,096
Office and administrative.....		9,135
Total operating expenses.....		<u>42,231</u>
Operating loss.....		<u>(42,155)</u>
Change in net position.....		(42,155)
Net position, beginning of year.....		<u>265,210</u>
Net position, end of year.....	\$	<u><u>223,055</u></u>

See accompanying notes and independent accountant's review report.

REGIONAL HOUSING ALLIANCE OF LA PLATA COUNTY

STATEMENT OF CASH FLOWS

For the Year Ended December 31, 2022

Cash flows from operating activities

Cash paid to suppliers and others.....	\$	(38,634)
Interest received.....		76
Net cash used by operating activities.....		<u>(38,558)</u>

Net decrease in cash and cash equivalents..... (38,558)

Cash and cash equivalents - beginning of year.....		265,319
Cash and cash equivalents - end of year.....	\$	<u>226,761</u>

Reconciliation of Change in Net Position to Net Cash From Operating Activities

Change in net position.....	\$	(42,155)
-----------------------------	----	----------

Adjustments to reconcile income from operations to net cash used by operating activities:

Change in operating assets and liabilities:

Prepaid expenses.....		(480)
Accounts payable.....		4,077

Net cash used by operating activities..... \$ (38,558)

Noncash Activity

Provision for emergency reserve.....	\$	1,433
--------------------------------------	----	-------

See accompanying notes and independent accountant's review report.

REGIONAL HOUSING ALLIANCE OF LA PLATA COUNTY

NOTES TO FINANCIAL STATEMENTS

December 31, 2022

NOTE 1 - NATURE OF ACTIVITIES

Regional Housing Alliance of La Plata County (the RHA) is a multi-jurisdictional housing authority governed pursuant to provisions of the Colorado Revised Statutes Section 29-1-204.5. The RHA was created on April 14, 2004, pursuant to an intergovernmental agreement by and among the Board of County Commissioners of La Plata County, Colorado; the City of Durango, Colorado; the Town of Ignacio, Colorado; and the Town of Bayfield, Colorado. The RHA was established to facilitate the planning, financing, acquisition, construction, management and operation of housing projects or programs pursuant to a multi-jurisdictional plan to provide affordable dwelling accommodations to the communities within the jurisdiction of the RHA.

As part of this master agreement, the RHA provided staffing and administrative contract services to HomesFund for 2016. Beginning January 1, 2017, HomesFund provided staffing and administrative contract services to the RHA. The master agreement terminated July 1, 2017. All assets of the RHA that could be assigned to HomesFund, were transferred to HomesFund in April 2017. The RHA Board and member agencies agreed to transition the RHA into dormancy and let HomesFund, a non-profit organization, take over primary operations related to affordable housing. Since that time, the RHA filed the required annual application for exemption from audits with the Colorado Office of the State Auditor. In November 2021, the RHA Board and member agencies signed a new intergovernmental agreement to restart the RHA and take it out of dormancy status.

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

For financial reporting purposes, the RHA is considered a special-purpose government engaged only in business-type activities. Accordingly, the RHA's financial statements have been presented using the economic resources measurement focus and the accrual basis of accounting, where revenues are recognized when earned and expenses are recorded when an obligation is incurred. The RHA applies all applicable Governmental Accounting Standards Board (GASB) pronouncements.

Cash and cash equivalents

For purposes of the statement of cash flows, the RHA considers cash deposits and highly liquid investments with a maturity of three months or less when purchased to be cash equivalents.

Prepaid expenses

Payments made to vendors for services that will benefit periods beyond December 31, 2022, are recorded as prepaid items using the consumption method by recording an asset for the prepaid amount and reflecting the expense in the year in which services are consumed.

Capital assets

The RHA capitalizes assets with an individual cost of \$5,000 or more and an estimated useful life of more than one year. Capital assets which have been contributed are stated at estimated fair value at the date of contribution or at donor's cost. The RHA held no depreciable capital assets during the year ended December 31, 2022.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are not capitalized.

Net Position on the Statement of Net Position

Net position represents the difference between assets and deferred inflows of resources, and deferred outflows of resources and liabilities and is classified as net investment in capital assets, restricted or unrestricted.

REGIONAL HOUSING ALLIANCE OF LA PLATA COUNTY

NOTES TO THE BASIC FINANCIAL STATEMENTS - Continued

December 31, 2022

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

Net investment in capital assets consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowing used for the acquisition or construction of improvements on those assets, excluding any unspent bond proceeds.

Net position is reported as restricted when there are limitations imposed on its use, either through the enabling legislation adopted by the RHA or through external restrictions imposed by creditors, grantors, laws, or regulations of other governments.

Any other net position that does not meet these definitions is classified as unrestricted. When an expense is incurred for purposes for which both restricted and unrestricted net position is available, the RHA's policy is to apply restricted net position first.

Grants

Grant revenue consists of funding provided to the RHA by various businesses, private foundations and governmental agencies to assist the RHA in providing affordable dwelling accommodations. Grant revenue is recorded when amounts become known and due to the RHA. The RHA did not receive any grant revenue during 2022.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America (US GAAP) requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates.

NOTE 3 - BUDGETS

The RHA adheres to the following procedures in establishing its annual budget.

- The RHA files an annual budget in accordance with State law.
- The budget officer is required to submit a proposed budget to the Board by October 15.
- Public hearings are conducted by the Board to obtain taxpayer comments.
- Expenses may not legally exceed appropriations at the funds level. Board approval is required for changes in the budget.
- Budget appropriations lapse at the end of each year.
- The RHA adopts budgets on a modified accrual basis.

NOTE 4 - TAX SPENDING AND DEBT LIMITATION (TABOR)

Colorado voters passed an amendment to the State Constitution, Article X, Section 20 (the Amendment), which has several limitations, including revenue raising, spending abilities, and other specific requirements of state and local governments. The Amendment is complex and subject to judicial interpretation. The RHA believes it is in compliance with the requirements of the Amendment.

TABOR requires local governments to establish emergency reserves. These reserves must be at least 3% of Fiscal Year Spending (excluding bonded debt service). Local governments are not allowed to use the emergency reserves to compensate for economic conditions, revenue shortfalls, or salary or benefit increases. The emergency reserve of \$1,267 is included in restricted net position on the accompanying statement of net position.

REGIONAL HOUSING ALLIANCE OF LA PLATA COUNTY

NOTES TO THE BASIC FINANCIAL STATEMENTS - Continued

December 31, 2022

NOTE 4 - TAX SPENDING AND DEBT LIMITATION (TABOR) - Continued

The RHA was de-Bruced by the electors of La Plata County in November 2005 and as such is not subject to the revenue limits imposed in the TABOR amendment.

NOTE 5 - CASH AND CASH EQUIVALENTS

Legal and Contractual Provisions Governing Deposits

The Colorado Public Deposit Protection Act (PDPA) requires that all units of local government deposit cash in eligible public depositories. Eligibility is determined by state regulators. Amounts on deposit in excess of federal insurance levels must be collateralized. The eligible collateral is specified by PDPA. PDPA allows the institution to create a single collateral pool for all public funds.

The pool is to be maintained by another institution or held in trust for all the uninsured public deposits as a group. The market value of the collateral must equal at least 102% of the uninsured deposits. The State Regulatory Commissions for banks and savings and loan associations are required by statute to monitor the naming of eligible depositories and reporting of the uninsured deposits and assets maintained in the collateral pools.

Custodial Credit Risk - This is the risk that, in the event of a bank failure, the RHA's deposits may not be returned to it. As of December 31, 2022, the RHA 's deposits were not exposed to credit risk, as all deposits were insured by the Federal Deposit Insurance Corporation or collateralized in accordance with PDPA.

The carrying value of deposits as of December 31, 2022 are shown in the following captions in the statement of net position:

	<u>Carrying Value</u>	<u>Bank Value</u>
Cash and cash equivalents	\$ 226,761	\$ 227,241

NOTE 6 - RISK MANAGEMENT

The RHA is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors or omissions; injuries to employees; and natural disasters. During 2017, the RHA was a member of the Colorado Intergovernmental Risk Sharing Agency (CIRSA). CIRSA is an organization created by intergovernmental agreement to provide property, general liability, law enforcement liability, public official's liability, crime coverage, and workers compensation coverage to its members. Settled claims have not exceeded this coverage during 2022.

The RHA pays annual premiums to CIRSA for property, general liability, law enforcement liability, public official's liability, crime coverage and workers compensation coverage. For the coverage provided, CIRSA shall be liable for payment of the applicable self-insured retentions and only to a total annual aggregate amount for CIRSA members as a whole of the amount of the applicable CIRSA loss fund for the coverage period. There shall be no aggregate excess coverage over any loss fund.

Coverage in excess of CIRSA's self-insured retentions shall be provided only by the applicable excess insurers and/or reinsurers in applicable excess and reinsurance policies and shall be payable only by those excess insurers and/or reinsurers. The limits of coverage provided by the excess insurers and/or reinsurers for the coverage period shall be described in the coverage documents issued to the RHA. Sub-limits, aggregate limits and other limits shall apply as provided in said documents.

REGIONAL HOUSING ALLIANCE OF LA PLATA COUNTY

NOTES TO THE BASIC FINANCIAL STATEMENTS - Continued

December 31, 2022

NOTE 7 - SUBSEQUENT EVENTS

The RHA 's management has evaluated subsequent events through **November 13, 2023**, the date which the financial statements were available for issue. Except as described below, no other subsequent events were identified requiring disclosure in the notes to the financial statements.

Commitments and obligations

On November 17, 2022, the Alliance entered into a one-year and one month agreement with the La Plata Economic Development Alliance for administrative services commencing December 1, 2022 for \$1,900 per month.

On December 8, 2022, the Alliance entered into a renewable one-year agreement with the La Plata Economic Development Alliance for professional services commencing January 1, 2023 for \$14,833 per month.

On December 19, 2022, the Alliance entered into a two-year lease agreement for office space commencing January 1, 2023 for \$350 per month.

DRAFT
11.13.23



REGIONAL
HOUSING
ALLIANCE

Regional Housing Alliance (RHA) S.T.E.E.R. Committee
(Stakeholder Taskforce for Evaluation and Endorsement of Revenue-streams)
Help the RHA Explore Local Funding Sources for Workforce Housing

BACKGROUND

Access to workforce housing in La Plata County is at a tipping point; in just 3 years housing costs have increased 30-35%. In a recent survey regarding the use of the lodger's tax, the three primary concerns identified by community members were: access to affordable housing, traffic congestion and overdevelopment, and homelessness. Almost one in three say that housing is the most important problem facing the County and the lack of affordable workforce housing, as well as homelessness, are seen as extremely/very serious problems by strong majorities of voters.

In response to various public conversations about these critical needs, the La Plata Economic Development Alliance (Alliance) and Regional Housing Alliance (RHA) requested technical assistance services from the state of Colorado to undertake a process to explore a public funding source in 2024. Through a contract from the Department of Local Affairs, the RHA has consulting support from Clark Anderson of Community Builders and Jenn Lopez of Project Moxie. The consultants are working closely with RHA contracted staff and the Alliance leadership to develop a process for this exploration in 2024. RHA is appointing a STEER Committee that will begin meeting in January and will review several strategies to create a more robust and potentially permanent local funding source for workforce housing in La Plata County under RHA's statutory authority.

THE TIME IS NOW

La Plata County has never had a more unaffordable housing market. COVID-19 slowed construction while out-of-area remote workers competed for limited housing stock and drove up the costs of housing for the local workforce. Exacerbating the housing crunch was an increase in construction pricing and rising interest rates. As of October 2023, the Median Single-Family Residential (SFR) Sales Price was: \$791,000 and was up 28% year-to-date. Although rental data is more difficult to obtain, there is significant anecdotal evidence that rents are as high as \$1,500-1,800 a month for studios, and over \$2,000 for two bedrooms which are in much higher demand.

Fortunately, the region has a *Three-Year Workforce Housing Investment Strategy*, a pipeline of below-market housing developments, and several opportunities to apply for new state funds. The passage of Proposition 123 in 2022 created a new \$300-million-dollar state housing trust fund which became available to projects in the fall of 2023. All local governments in La Plata County opted in for Prop 123 and will have the opportunity to apply for these new state funds for housing projects. However, each project will need to identify match funds to be competitive. There has never been a more opportune time to create a local source of funds for housing.

RHA ROLE

A statute passed in 2003 describes how local governments can come together to form a special entity and levy public funds or facilitate bond financing to provide resources and support for housing activities. In 2004, the RHA was created as a multi-jurisdictional housing authority and one of its primary purposes was to create a local housing fund. In May of 2022, the RHA confirmed its interest in assessing housing trust fund revenue sources and putting forth recommendations to a broader community stakeholder group.

According to the [La Plata County Three-Year Workforce Housing Investment Strategy](#) commissioned by the Economic Development Alliance, the RHA is the agency best positioned to (1) coordinate local government technical assistance, (2) track a countywide project pipeline and requests for activities that require interagency agreements or local government resources to match for competitive federal and state programs, and (3) implement a long-term funding source for housing initiatives in La Plata County. Funds levied by this tax would be administered by the RHA which is governed by a Board of Directors representing four local governments. Funds would be used for predevelopment, staffing, capacity building, and gap or match funding for land acquisition and infrastructure.

Frequently Asked Questions (FAQ)

1. Why do we need a local housing fund; I thought the state just passed Proposition 123 and there are millions of dollars available for housing?

Although the state did just pass a new measure that created hundreds of millions in new resources the demand for these resources is significant. The first few application rounds were oversubscribed 10 to 1. As a result, communities are recognizing the need to provide funding for projects at the local level to make their state applications for funding more competitive.

2. What would local housing resources be used for?

Funds would be used to implement the Economic Development Alliance’s [Three-Year Workforce Housing Investment Strategy](#) which prioritizes the necessary steps to create affordable housing for the local workforce across La Plata County. The overall strategy addresses rental housing, homeownership, an effort to initiate housing development, the preservation of existing affordable housing options, and the creation of a local housing trust fund. As laid out in the document and the table below, the strategic plan strives to create 715 new units/mortgages and preserve 120 total units.

DEVELOPMENT & PRESERVATION PIPELINE

	Anticipated Below Market Units	Subsidy needed per unit	Subsidy to support existing pipeline	Cost to increase units by:		
				10%	20%	50%
LIHTC Rental	170	\$45,000	\$7,650,000	\$765,000	\$1,530,000	\$3,825,000
Rental	50	\$72,000	\$3,600,000	\$360,000	\$720,000	\$1,800,000
Homeownership	195	\$193,000	\$37,635,000	\$3,763,500	\$7,527,000	\$18,817,500
Land Development Initiative	300	\$132,500	\$39,750,000	\$3,975,000	\$7,950,000	\$19,875,000
Mobile Home Park Preservation via Acquisition	70	\$118,000	\$8,260,000	\$826,000	\$1,652,000	\$4,130,000
Mobile Home Park Rehab	TBD	TBD	TBD	TBD	TBD	TBD
Rental Preservation	50	\$22,000	\$1,100,000	\$110,000	\$220,000	\$550,000
Total New Units/Mortgages	715	-	\$88,635,000	-	-	
Total Units Preserved	120	-	\$9,360,000	-	-	-

Approximately 50% of required subsidy may be available from state and federal resources. Reaching these subsidy amounts will require leveraging local, state, federal, private and philanthropic resources.

3. Housing Catalyst Fund

The Economic Development Alliance also recently launched a Catalyst Fund—a grant program dedicated to funding predevelopment activities and to spark development in the region. In its first round of funding in late Spring 2023, four awarded projects are estimating the creation of a minimum of **175 new affordable units**.

4. Who would administer the fund?

RHA is requesting that the STEER Committee provide feedback on questions such as this one. There are a few options for fund administration and transparency in the funding decision process will be essential.

5. What is the timeline for this initiative?

The STEER Committee will be seated and meeting by January 2024. They are tasked with deciding if a public funding source is viable; answering what source, when, and how it would be pursued. They would also identify education opportunities and provide some feedback on how the fund could be administered.

For More Information Contact:

Mike French, The Alliance Executive Director, mike@yeslpc.com, 970.259.1700

Sarah Tober, RHA Director, sarah@yeslpc.com, 970.259.1700



REGIONAL
HOUSING
ALLIANCE

RESOLUTION NO. 2023-06

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

A RESOLUTION OF THE REGIONAL HOUSING ALLIANCE OF LA PLATA COUNTY (RHA) TO ESTABLISH THE STAKEHOLDER TASKFORCE FOR EVALUATION AND ENDORSEMENT OF REVENUE-STREAMS ADVISORY COMMITTEE (S.T.E.E.R COMMITTEE) TO INVESTIGATE AND EXPLORE THE PROCUREMENT OF A SUSTAINABLE FUNDING SOURCE FOR HOUSING

WHEREAS, The RHA was established in 2004 to assist its local government members, the Town of Bayfield, Town of Ignacio, City of Durango, and La Plata County, to create affordable housing opportunities and adopt a sustainable local funding source for housing activities,

WHEREAS, as a multi-jurisdictional housing authority, the RHA has multiple powers, including to plan, finance, acquire, construct/reconstruct/repair, maintain, manage, and operate housing projects and programs pursuant to a multi-jurisdictional agreement. Specifically, per Statute 29-1-204.5(7.5), a multi-jurisdictional housing authority may levy, in all the area within the boundaries of the authority, a sales or use tax, or both, at a rate not to exceed one percent, consistent with sales or use tax levied by the state. The tax imposed is in addition to any other sales or use tax imposed pursuant to law and exempt from the limitation imposed by section 29-2-108. The sales tax would be collected by the Department of Revenue and must be approved by the eligible voters. The RHA could levy an ad valorem property tax (not to exceed five mills), a sales and/or use tax (the rate not to exceed one percent); or establish development impact fees so long as: no portion of the authority is located in a county with a population of more than one hundred thousand and so long as the fee is not levied upon development, construction, permitting, or otherwise in connection with low- or moderate-income housing or affordable employee housing, and the rate is two dollars per square foot or less.

WHEREAS, the RHA Board of Directors (Board) has recently established goals moving forward, which include coordinating education and technical assistance offerings throughout the county, assisting with grants for projects, and exploring a dedicated funding source for affordable and workforce housing in La Plata County.

WHEREAS, the state of Colorado has increased funds for affordable housing through Proposition 123; the RHA sees a need to explore an opportunity to establish a local housing fund source through a public funding strategy as defined under its powers as a multi-jurisdictional housing authority. This funding would not only aid existing projects in the development process that need additional resources but would also help future affordable and workforce housing

projects in the region be more competitive for Proposition 123 funding and other state and federal housing resources.

WHEREAS, the RHA membership believes that there is sufficient interest and support from the larger community to explore, at the earliest possible date, a reliable public funding stream for affordable and workforce housing as a primary strategy for the organization;

WHEREAS, the RHA is best positioned to facilitate this effort; the RHA Board authorizes La Plata Economic Development Alliance staff and associated consultants to assist with the establishment of the S.T.E.E.R (Stakeholder Taskforce for Evaluation and Endorsement of Revenue-streams) Committee to explore options to raise funds for below-market housing development in La Plata County pursuant to Section 3.3 of the Sixth Amended and Restated Intergovernmental Agreement of the RHA.

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

SECTION 1. Establishes the S.T.E.E.R Committee to explore options for a sustainable funding source for affordable and workforce housing.

SECTION 2. The S.T.E.E.R Committee shall be comprised of relevant community members and stakeholders whose numbers and composition will be determined at the Board’s discretion with input from La Plata Economic Development Alliance staff. The S.T.E.E.R Committee shall determine its own rules and procedures once established.

SECTION 3. RHA Board authorizes La Plata Economic Development Alliance staff and Department of Local Affairs technical assistance consultants Community Builders and Project Moxie to manage this process over the next four months and to report back to the Board by April 30th, 2024, with recommendations regarding a strategy to establish a countywide source of housing funds or feedback as to why this action is not feasible in 2024 and whether it could be in future years. The intent and work of the RHA, LPEDA staff, and the S.T.E.E.R Committee relative to this matter will continue beyond the day of this report, as deemed necessary by the Board.

ADOPTED IN DURANGO, LA PLATA COUNTY, COLORADO on this 14th day of December, 2023.

ATTEST:

BOARD OF DIRECTORS
REGIONAL HOUSING ALLIANCE OF LA
PLATA COUNTY

X

X

La Plata Economic Development Alliance,
Secretary

Patrick Vaughn, President



REGIONAL
HOUSING
ALLIANCE

RESOLUTION NO. 2023-07

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

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE REGIONAL HOUSING ALLIANCE OF LA PLATA COUNTY TO ADOPT THE 2024 BUDGET AND APPROPRIATE SUMS OF MONEY

Part I: Adoption

WHEREAS, the Board of Directors (Board) of the Regional Housing Alliance of La Plata County (RHA) has relied on officers and staff to prepare and submit a proposed budget to said governing body; and

WHEREAS, the proposed 2024 budget was presented to the Board for its consideration on October 12, 2023, and open for public review thereafter; and

WHEREAS, the final 2024 budget denotes estimated revenues and expenditures and is now prepared for final consideration; and

WHEREAS, upon due and proper notice, published or posted in accordance with the requirements of Colorado law, a public hearing was held on November 9th, 2023, and interested members of the public were given the opportunity to file or register any objections to said proposed budget; and

WHEREAS, following the public hearing, the 2024 budget has been reviewed by the Board and is now ready for adoption.

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

SECTION 1. The budget attached herein as Exhibit A is hereby approved and adopted as the budget of the RHA for the 2024 calendar year.

SECTION 2. The budget hereby approved and adopted shall be signed by the Chair of the Board of Directors and made a part of the public records of the Regional Housing Alliance.

Part II: Appropriation

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

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

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

SECTION 1. Estimated revenues are as follows:

GENERAL FUND:	
Beginning Fund Balance:	\$ 230,241
Member Contributions:	<u>\$ 225,000</u>
Total Revenue:	\$ 225,000

SECTION 2. Estimated expenditures are as follows:

GENERAL FUND:	
Contracts:	\$ 201,920
RHA Administration:	\$ 24,048
Marketing/Outreach:	<u>\$ 15,000</u>
Total Expenditures:	\$ 240,968
Ending Fund Balance:	\$ 214,273

ADOPTED IN DURANGO, LA PLATA COUNTY, COLORADO, this 14th day of December 2023.

ATTEST:

BOARD OF DIRECTORS
REGIONAL HOUSING ALLIANCE OF LA
PLATA COUNTY

X

X

La Plata Economic Development Alliance,
Secretary

Patrick Vaughn, President

**Regional Housing Alliance of
La Plata County**

Exhibit A:



2024 Proposed Budget v.4

Budget Year	2022 Actual	2023 Approved Budget	2023 Projected	2024	Notes
Beginning Fund Balance	\$ 265,210	\$ 223,055	\$ 223,055	\$ 230,241	
Revenue					
Member Contributions		\$ 225,000	\$ 225,000	\$ 225,000	
Interest Income	\$ 76	\$ 250	\$ -	\$ -	
Grants		\$ 500,000	\$ -	\$ -	revenue based on LPCEDA proposal
Total Revenue	\$ 76	\$ 725,250	\$ 225,000	\$ 225,000	
Expenses					
Project Costs - IGA Funded					
Project Cost - Grant Funded		\$ 500,000	\$ -	\$ -	Project cost is sum of Grant Revenue contribution (IGA) to serve as grant matches
Grant Matches		\$ 100,000	\$ -	\$ -	
Admin Contract (Region 9 and LPCEDA)	\$ 21,700	\$ 23,000	\$ 22,800	\$ 23,920	
Audit Fees	\$ 7,300	\$ 6,000	\$ 5,500	\$ 6,500	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	
Marketing/Outreach	\$ 1,552			\$ 15,000	2023 RHA retreat Initiative to create an ongoing local funding
Misc	\$ 3,000	\$ 1,000	\$ 1,000	\$ 1,040	
Total Expenses	\$ 42,231	\$ 824,000	\$ 217,814	\$ 240,968	
Net	\$ (42,155)	\$ (98,750)	\$ 7,186	\$ (15,968)	
Ending Fund Balance	\$ 223,055		\$ 230,241	\$ 214,273	used for grant matches in excess of 25%
Fund Balance Reserve	\$ 1,267		\$ 6,534	\$ 7,229	3% of total expenses for the year to be held in reserve
Fund Balance Excess/Deficit	\$ 221,788		\$ 223,707	\$ 207,044	

** Member contributions - Board recommended split		\$ 225,000	\$ 225,000
County	61%	\$ 137,250	\$ 137,250
City of Durango	32%	\$ 72,000	\$ 72,000
Bayfield	5%	\$ 11,250	\$ 11,250
Ignacio	2%	\$ 4,500	\$ 4,500
	100%	\$ 225,000	\$ 225,000

last revised: 11/29/2023

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

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

RECITALS

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

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

NOW, THEREFORE, the parties agree as follows:

1. *Retention of Contractor.* RHA hereby retains the Alliance to provide certain Services on the terms herein provided.
2. *Term of Agreement.* Unless terminated earlier by either party hereto, and subject to early termination in the event of non-appropriation, the period during which Contractor shall provide services to RHA under this Agreement shall be from **1 January 2023** until **31 December 2025**. This Agreement shall not automatically renew. Both the Alliance and RHA must agree to any renewal terms.
3. *Termination.* This Agreement may be terminated by either Party, with or without cause, by providing at least 90 days' written notice to the other Party.
4. *RHA may terminate this Agreement immediately without prior notice if any of the following occurs:*
 - a. Contractor commits a material breach of any provision of this Agreement and thirty days' notice and an opportunity to cure, without curing lapses; or
 - b. Contractor commits an act of fraud, dishonesty or any other act of gross negligent, reckless or willful misconduct in providing the services to the RHA violates any other provision of law; or
 - c. Contractor fails to commence the work within the RHA calendar dates, Exhibit B, attached to the Contract or in the opinion of RHA the Contractor fails to perform the work with sufficient workers and equipment or with sufficient materials to assure the prompt completion of said work; or
 - d. Contractor discontinues the work; or

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

16. *Third Party Beneficiaries.* The parties to this Agreement do not intend to benefit any person

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

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

List of Exhibits

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

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

Patrick Vaughn, Regional Housing Alliance of La Plata County

Title, Date

Mike French, La Plata Economic Development Alliance

Title, Date

EXHIBIT A
SCOPE OF SERVICES & COMPENSATION

Administrative Services are limited to:

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

Bookkeeping Services limited to:

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

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

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

RHA shall pay the Alliance \$22,800 for Fiscal Year 2024, and \$22,800 for Fiscal Year 2025, subject to annual appropriation.

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

EXHIBIT B

Regular Meeting Schedule

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

January 11, 2024

February 8, 2024

March 14, 2024

April 11, 2024

May 9, 2024

June 13, 2024

July 11, 2024

August 8, 2024

September 12, 2024

October 10, 2024

November 14, 2024

December 12, 2024

EXHIBIT C

RHA Calendar of Important Dates

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

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

March/April: Conduct audit (when applicable)

May/June: Audit presentation to Board and Accept Audit

- No later than June 30, audit must be complete

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

CIRSA Insurance renewal application

- Sign and return by October 1

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

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

No later than December 31: RHA Board adopt annual Budget

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

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

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

RECITALS

WHEREAS, the RHA is in need of a third party to execute on Year Two of the La Plata County Three-Year Workforce Housing Investment Plan as set forth in Exhibit A and whereas the Alliance would provide those professional services necessary to perform the scope of work set forth in Exhibit A.

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

NOW, THEREFORE, the parties agree as follows:

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

1. Term of Agreement. Unless terminated earlier by either party hereto, the period during which Contractor shall provide services to RHA under this Agreement shall be from January 1 2024 until December 31, 2024. This Agreement shall not automatically renew. Both the Alliance and RHA must agree to any renewal terms. The Agreement may also be terminated prior to the end of the term as set forth below

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

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

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

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

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

- a. RHA Board fails to provide direction, information, and other relevant information needed for the Alliance to provide services in Exhibit A; or
- b. RHA commits a material breach of any provision of this Agreement that remains uncured for 30 days after notice is provided by Contractor.

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

3. Contractor's Duties. Contractor shall furnish the Services to RHA as described in Exhibit A, Scope of Services. The RHA agrees that it will at any time, and from time to time, execute and deliver all documents and instruments, and take all actions as may reasonably be required by the Alliance in order for the Alliance to effectuate and fully carry out its obligations in accordance with the terms of this Agreement.

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

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

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

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

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

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

If to RHA: by e-mail to each of its then current Board of Directors, with a copy to David Liberman, at davidlibermanlaw@gmail.com.

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

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

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

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

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

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

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

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

appropriation of funds. The parties represent that funds have been appropriated for the one year term of this agreement.

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

16. Breach of Contract. The prevailing party to any litigation arising out of this agreement shall be entitled to all costs of that action, including reasonable attorney's fees. Notwithstanding, neither party shall be liable for any damages for loss of profits, loss of revenues, loss of goodwill, loss of anticipated savings, loss of data or cost of purchasing, replacement services, or any indirect, incidental, special, consequential, exemplary or punitive damages arising out of its performance or failure to perform under this agreement. 7

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

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

19. Intent. It is the intent of the Parties that all contractual and statutory obligations of the RHA remain those of the RHA and are not assigned to the Alliance and do not become the obligation of the Alliance. This Agreement does not create a joint venture or partnership or merger of the Parties. RHA is and shall remain a separate and distinct entity from the Alliance. The business operations of RHA shall in no way combine with the business operations of the Alliance. The role of the Alliance is merely to perform the scope of work as set forth in this Agreement. The Alliance is not responsible for the RHA's actions or inactions.

20. Immunity, Multi-Year Obligation, No Financial Obligation Not supported by Current Appropriation. By executing this agreement, RHA does not waive any immunity or limit liability contained in the Colorado Governmental Immunity Act, does not create a multi- year financial obligation, and does not create any other financial obligation not supported by a current appropriation.

List of Exhibits

Exhibit A - Scope of Services and Compensation

Exhibit B –Timeline

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

Patrick Vaughn, Regional Housing Alliance of La Plata County

Title, Date

Mike French, La Plata Economic Development Alliance

Title, Date

Exhibit A

La Plata Economic Development Alliance (Alliance) and Regional Housing Alliance (RHA) 2024 Professional Services Scope of Work

1. Programs

1. Housing Catalyst Fund Management - \$10,000

The Housing Catalyst Fund (Catalyst Fund) is now an established fund and is intended to compliment other funding sources that public partners may create especially leveraging awarded funds in state grant applications and within the capital stack. The primary purpose of the Catalyst Fund is to identify projects that can have a substantial impact and provide financial assistance and incentives to create inventory. By utilizing public-private partnerships to jointly address housing throughout La Plata County the Alliance completed the first round of Catalyst Grants totaling \$187,920 to help propel local workforce housing projects forward. The first round of funding is set to help build more than 175 units. The Alliance will leverage the RHA programming monies to fund raise and seek grant monies to continue to develop the Catalyst Fund. To-date the fund has raised nearly \$750,000 and the established Catalyst Fund Committee is currently completing the second round of funding. The Catalyst Fund - The Alliance will engage in Workforce Housing Density Planning with individual developers based on a created framework and metric to qualify projects to incentivize and offset specific planning costs related to workforce housing.

Objectives:

- Manage Catalyst Fund Committee of 7 members
- Manage Catalyst Fund Working Group representing area housing industry leaders of 7 members
- Facilitate modifications and continue to ensure quality rubric of criteria for project approval and application process
- Housing Program Manager hired to manage workforce housing program
- Continue to inventory projects and prioritize them
- Review and measure joint outcomes and adjust fundraising strategy around them
- Continue to fundraise for Catalyst Fund growing to \$2M in 2024

2. S.T.E.E.R. Committee and Sustainable Funding Source Support - \$30,000

In response to various public conversations about these critical needs, the Alliance and RHA requested technical assistance services from the state of Colorado to undertake a process to explore a public funding source in 2024. Through a contract from the Department of Local Affairs, the RHA has consulting support from Clark Anderson of Community Builders and Jenn Lopez of Project Moxie. The consultants are working closely with RHA contracted staff and the Alliance leadership to develop a process for this exploration in 2024. RHA is appointing a STEER Committee that will begin meeting in January and will review several strategies to create a more robust and potentially permanent local funding source for workforce housing in La Plata County under RHA's statutory authority.

A statute passed in 2003 describes how local governments can come together to form a special entity and levy public funds or facilitate bond financing to provide resources and support for housing activities. In 2004, the RHA was created as a multi-jurisdictional housing authority and one of its primary purposes was to create a local housing fund. In May of 2022, the RHA confirmed their interest in assessing housing trust fund revenue sources and putting forth recommendations to a broader community stakeholder group.

According to the [La Plata County Three-Year Workforce Housing Investment Strategy](#) commissioned

by the Alliance, the RHA is the agency best positioned to (1) coordinate local government technical assistance, (2) track a countywide project pipeline and requests for activities that require interagency agreements or local government resources to match for competitive federal and state programs, and (3) implement a long-term funding source for housing initiatives in La Plata County. Funds would be administered by the RHA which is governed by a Board of Directors representing four local governments. Funds would be used for predevelopment, staffing, capacity building, and gap or match funding for land acquisition and infrastructure.

Objectives:

- Manage S.T.E.E.R. Committee of 10-20 members
- Host Housing Summit in April 2024 for area housing industry
- Support strategy around sustainable funding sources for the RHA

3. Grant Coordination - \$20,000

Funding is required for programming and execution of the three-year workforce housing plan. The Alliance staff was able to secure two Department of Local Affairs/Department of Housing Technical Assistance grants valued at \$100,000 and \$20,000 respectively to provide a strategic planning session for the board, a two year strategic plan, identification of a sustainable funding source, grant identification and writing, as well as a two-day education seminar for all of Region 9 workforce housing leaders in 2023.

It will be imperative for public partners and the RHA to long term create sustainable funding sources. Short to midterm there will be several funding opportunities via State and Federal programs aimed at housing initiatives. In order for La Plata County projects to be competitive, we will have to have a multi-jurisdictional approach, have matching funds, like the Catalyst Fund, and projects that are vetted and ready so that there is more confidence in outcomes.

The RHA, as part of their funding strategy, identified tracking of state and federal funding opportunities as a goal of their 2021-2022 funding plan. The RHA member contribution funds can cover the cost of operations but does not have the capacity to implement large-scale development projects needed to address the deficit of inventory in the regional housing market. Collaborative efforts to seek additional sources of funding is crucial for the success of the three-year housing strategy and the RHA's goals of achieving two or more development projects per year. The Alliance proposes to prospect for and track funding opportunities at a state and federal level that can help the RHA reach their development project goal. The Alliance will work with public and private partners to apply for large scale (\$500k and up) grants as available through state or federal funds.

Objectives:

- Grant prospecting and tracking
- Grant writing and collaboration with public partners
- Apply for available grants in 2024 (\$500k and up)

4. Rental Assistance - \$15,000

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

Objectives:

- Update programming and ensure Public and Private Partner can incorporate programs
- Work with employers to create rental assistance program for FTEs

5. Prop 123 Management and Project Fast Tracking - \$5,000

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

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

Objectives:

- Alliance will continue to convene public and private partners on Prop 123 grant applications
- Alliance communicating between housing organizations and leaders and potential collaborations between the entities and/or funding opportunities
- Alliance will work with public partners to develop fast track opportunities

6. Housing Program Manager – \$80,000

The Housing Program Manager is an employee of the Alliance that was hired specifically to prioritize and implement strategies, track and report progress, and plan for future opportunities. The Housing Program Manager is responsible for facilitating the catalyst fund committee, managing RHA grants, and implementing the three-year workforce housing strategy. The Housing Program Manager also tracks and reports on progress as well as engages in public outreach to garner continued support for housing and development.

Objectives:

- Manage Catalyst Fund Committee/application and funding
- Inventory All Projects and prioritize
- Inventory Grants, create funding timeline, and apply to grants
- Coordinate and Facilitate Employer Focus Group Series
- Coordinate with Public Partner Housing Resources
- Manage all awarded projects
- Oversee public outreach and support generation
- Provide reports and letters of support as needed

7. Operational Structure - \$18,000

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

and insurance.

Objectives:

- Lease Office, Internet, Phone and Printing Costs (1 Year lease)
- Website Development and management
- Insurance addition
- Audits and reports

2. Budget and Payment

Total Programs Budget: \$178,000

Payment Schedule: \$14,833.33 paid to the Alliance on the first of each month during the term of the contract for each month the contract is in effect.

Regional Housing Alliance of La Plata County

Date

La Plata Economic Development Alliance

Date

Exhibit B

Timeline of Alliance Performance on Professional Service Contract for RHA

Housing Catalyst Fund Management

Manage working group and committee Q1-Q4 2024
Continue to inventory projects and prioritize them Q1-Q4 2024
Continue to fundraise for Catalyst Fund growing to \$2M in 2024 by Q4 2024

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

Identify and recruit committee members Q1 2024
Host Housing Summit in April 2024 for area housing industry Q2 2024
Support strategy around sustainable funding sources for the RHA Q2-Q3 2024

Grant Coordination

Grant prospecting and tracking Q1-Q4 2024
Grant writing and collaboration with public partners Q1-Q4 2024
Apply for available grants in 2024 (\$500k and up) by Q4 2024

Rental Assistance

Update programming and ensure Public and Private Partner can incorporate programs Q1 2024
Work with employers to create rental assistance program for FTEs Q2 2024

Prop 123 Management and Project Fast Tracking

Convene public and private partners on Prop 123 grant applications Q1-Q4 2024
Alliance will work with public partners to develop fast track opportunities Q1-Q4 2024

Housing Program Manager

Manage Catalyst Fund Committee/application and funding Q1-Q4 2024
Inventory All Projects and prioritize Q1-Q4 2024
Inventory Grants, create funding timeline, and apply to grants Q1-Q4 2024
Coordinate and Facilitate Employer Focus Group Series Q3 2024
Coordinate with Public Partner Housing Resources Q1-Q4 2024
Manage all awarded projects Q1-Q4 2024
Oversee public outreach and support generation Q1-Q4 2024
Provide reports and letters of support as needed Q1-Q4 2024

Operational Structure

Lease Office, Internet, Phone and Printing Costs (1 Year lease) Q1-Q4 2024
Website Development and Management Q1-Q4 2024
Insurance addition Q1-Q4 2024
Audits and reports Q1-Q4 2024

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

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

RECITALS

- A. The provisions of Section 18 of Article XIV of the Colorado Constitution and C.R.S. § 29-1-203 allow Colorado governments to cooperate to contract with one another to provide any function, service, or facility lawfully authorized to each local government.
- B. The provisions of C.R.S. § 29-1-204.5 allow Colorado local governments to contract and cooperate with each other to establish a separate governmental entity to be known as a multijurisdictional housing authority.
- C. Durango, Ignacio, and La Plata County established RHA as a multijurisdictional housing authority on August 5, 2004, by executing an Intergovernmental Agreement (the “IGA”) to be effective as of that same date. The IGA was amended in 2008 to include the Town of Bayfield as a party to the IGA.
- D. The Parties have previously entered into funding agreements to provide some of the funds necessary for the operation of the RHA. The Parties wish to provide additional funding for RHA for 2023 and subsequent years according to the terms of this Agreement.
- E. The Parties desire to support implementation of the La Plata Economic Development Alliance’s Three-Year Workforce Housing Investment Strategy which identifies six pillars that forward housing goals of mutual interest.

NOW THEREFORE, for and in consideration of the mutual promises, covenants and obligations set forth herein, the Parties hereto agree as follows:

- 1. **Term.** The term of this Agreement shall commence as of the effective date hereof and shall expire, subject to earlier termination in the event of non-appropriation as hereinafter provided, on December 31, 2025.
- 2. **Funding of RHA.**

2.1 2023 Funding Obligations – Generally. La Plata County, Durango, Ignacio, and Bayfield agree to provide funding to RHA for calendar year 2023 in the total aggregate amount of Two Hundred Twenty-Five Thousand Dollars (\$225,000.00). The Parties agree that the responsibility for funding the obligations set forth in this Section 2.1 will be shared by them in the following amounts and proportions:

2.1.1. Proportional Shares of Funding for 2023. The Parties agree that the responsibility for funding Two Hundred and Twenty-Five Thousand (\$225,000.00), to be used by the RHA for operations, expenses and for mutually agreed upon housing initiatives will be shared by the Parties in the following amounts and proportions:

La Plata County	61 %	\$137,250.00
City of Durango	32 %	\$ 72,000.00
Town of Ignacio	2 %	\$ 4,500.00
Town of Bayfield	5 %	\$ 11,250.00

2.2 2024 and 2025 Funding Obligations – Generally. Subject to the provisions of Section 4 herein regarding annual appropriations, the Parties agree to provide funding to the RHA for calendar years 2024 and 2025 in the amounts and proportions set forth above.

2.2.1. Funding for Project Costs or for Grant Match. Subject to the provisions of Section 4 herein regarding annual appropriations, each year during the term of this Agreement, the Parties may unanimously vote that each Party contribute an additional amount to the RHA to be used for a specific project or purpose. The proportional share will be at the same percentage as identified in 2.1.1.

2.3 Payment Dates. All entities shall make payments for the 2023 calendar year to RHA by February 1, 2023. Subsequent payments shall be made by February 1st of each subsequent calendar year. Additional funding for Project Costs or for Grant Matches will be due as agreed by the Parties.

2.4 Budgetary Surplus. Any surplus of funds that remain at the end of any budget year will be carried over for use by RHA, to the extent permitted by law.

3. Services Provided by the RHA.

3.1 Provision of Services to RHA by Third Parties. RHA may contract with third-parties in order to generate additional operating income for RHA and forward goals identified in the La Plata Economic Development Alliance’s Three-Year Workforce Housing Investment Strategy.

3.2

4. **Appropriations.** Since this Agreement involves the expenditure of public funds, this Agreement is contingent upon continued availability of such funds for payment. Should any party to the Agreement fail to annually appropriate funds for payment of the obligations set forth herein, this Agreement shall automatically terminate and none of the Parties shall have any obligation to provide funding to the RHA for the ensuing calendar year regardless of whether such funds were already appropriated by such Party's governing body.

The obligations of the Parties shall not constitute a general obligation, indebtedness or multiple-year direct or indirect debt, or other financial obligation whatsoever within the meaning of the constitution or the laws of the State of Colorado.

5. **Notices.** Except as otherwise provided, all notices provided or required under this Agreement shall be in writing, signed by the party giving the same, and shall be deemed properly given when actually received or three (3) days after being mailed, by certified mail, return receipt requested, and addressed to the Parties at their addresses appearing on the first paragraph of the first page of this Agreement. Each party, by written notice to the other party, may specify any other address for the receipt of such instruments or communications.
6. **Applicable Law.** This Agreement shall be interpreted in all respects in accordance with the laws of the State of Colorado. Venue for any proceeding shall be in La Plata County, Colorado.
7. **Modifications.** At all times during the performance of this Agreement, the Parties shall strictly adhere to all applicable federal, state, and local laws, and rules and regulations that have been or may hereafter be established. This Agreement may be modified or amended only by a duly authorized written instrument executed by the Parties hereto.
8. **RHA Board Approval.** The provisions of this Agreement have been duly approved by the Board of Directors of the RHA.
9. **Effective Date.** The effective date of this Agreement shall be the date when the last signature of the Parties is affixed to this Agreement.
10. **Counterparts.** This Agreement may be executed in counterparts, each of which shall be deemed to be an original and all of which shall constitute one original Agreement.
11. **Severability.** If any term or provision of this Agreement shall be adjudicated to be invalid, illegal, or unenforceable this Agreement shall be deemed to be amended to delete the invalid, illegal, or unenforceable term and the remaining terms shall not be affected thereby.
12. **Third Party Beneficiaries.** The Parties to this Agreement do not intend to benefit any person not a party to this Agreement. No person or entity other than the Parties to this Agreement shall have any right, legal or equitable to enforce any provision of this Agreement.

Regional Housing Alliance
Intergovernmental Funding Agreement

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

Dated this 21st day of Feb, 2023

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

Attest:


Elizabeth Suya
~~Deputy~~ County Clerk



Matt Salza, Chair

ADDITIONAL SIGNATURES ON THE FOLLOWING PAGES

Regional Housing Alliance
Intergovernmental Funding Agreement

Dated this 1st day of December, 2022

CITY OF DURANGO, COLORADO

Attest:

Faye Harne
City Clerk



Barbara Noseworthy
Barbara Noseworthy, Mayor

ADDITIONAL SIGNATURES ON THE FOLLOWING PAGES

Regional Housing Alliance
Intergovernmental Funding Agreement


Dated this 14th day of November, 2022

TOWN OF IGNACIO, COLORADO

Attest:



Town Clerk



Clark Craig, Mayor

ADDITIONAL SIGNATURES ON THE FOLLOWING PAGES


Regional Housing Alliance
Intergovernmental Funding Agreement

Page 6 of 8

Dated this 7th day of December, 2022 TOWN OF BAYFIELD, COLORADO

Attest:


Town Clerk


Ashleigh Carlington, Mayor

ADDITIONAL SIGNATURE ON THE FOLLOWING PAGE

Regional Housing Alliance
Intergovernmental Funding Agreement

Page 7 of 8

4889-5922-7688 v 3

Dated this 2nd day of Jan, 2023

REGIONAL HOUSING ALLIANCE
OF LA PLATA COUNTY

Attest:



By: Jim Baxter
Title: Chair



RHA Local Government Housing Grants Tracker 12.14.23

Grant Name	Project/Summary	Amount Requested	Date	Adj. 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	\$3,803,000	12.5.23	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 and held 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	1.1.23
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		Awards will be made in 2024	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	\$50,000.00	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.		

LA PLATA COUNTY								
IHO-INC020	La Plata County Westside and Triangle Mobile Home Parks - Acquisition of the Triangle Mobile Home Park, along with formal request of annexation, and Phase 1 site and development planning of Triangle Mobile Home Park and the Westside Mobile Home Park. On 12.20.22 invited to apply for 2nd round. Application submitted on 1.27.2023.	\$3,000,000	1.27.23			Notice of Award received from DOLA on 3.13.2023. Draft of Grant Agreement and Scope of Project received from DOLA on 6.22.2023. Ongoing revisions of Grant Agreement and Scope of Project in progress. Date to execute grant agreement, TBD. Work on project to commence upon execution of grant agreement. Grant expiration date 01.31.25.	\$800,000	3.13.23
Prop 123	Established a baseline of 1,205 units and a 3 year commitment of 108 units		8.26.23					
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
Alliance Catalyst Fund	With support from SJFS, requesting funds to hire a consultant to conduct a feasibility analysis to examine the practicality of workforce housing development and other potential facilities on the Cole Ranch administrative site located between Durango and Bayfield along U.S Highway 160 and/or at the site of the current Columbine Ranger District office in Bayfield for the purposes of workforce housing, and/or improve office and support facilities for the Columbine Ranger District. The specific goal of this project is to develop two phases of workforce housing. Phase 1 would be a mixed use office headquarters for the Columbine District and denser workforce housing. Phase 2 would be to develop approximately 10 acres of the site for a new USFS Headquarters along with 40 acres for seasonal housing and additional workforce housing.	\$33,867	10.30.23			Application submitted 10.30.23		
DOLA- Local Planning Capacity Grant	The intent of the program is to increase the capacity of local government planning departments responsible for processing land use, permitting, and zoning applications for housing projects. The program supports local governments' capacity to address affordable housing, especially by expediting review, permitting, zoning, and development of affordable housing. Grant funds could support new staff wages, hiring consultants, implementing new systems and technologies, revising land use development codes, regional collaborations, tracking and documentation of Prop 123 goals, or other efforts that achieve fast track goals by 2027, as required by Proposition 123.	\$200,000	12.4.23	Awards will be made in 2024		LOI submitted 12.4.23		
2023 Year in Review								
Bayfield	Total Amount Requested in 2023	\$6,459,158						
	Total Amount Received in 2023	\$2,000,000						
Durango	Total Amount Requested in 2023	\$4,000,000						
	Total Amount Received in 2023	\$0						
Ignacio	Total Amount Requested in 2023	\$2,765,000						
	Total Amount Received in 2023	\$2,051,000						
LPC	Total Amount Requested in 2023	\$3,000,000						
	Total Amount Received in 2023	\$800,000						
RHA	Total Amount Requested in 2023	\$353,867						
	Total Amount Received in 2023	\$105,000						
	Total Amount Requested in 2023	\$16,578,025						
	Total Amount Received in 2023	\$4,956,000						
	Total Gap in Funding in 2023	-\$11,622,025						
	Total Amount of Potential Awards in 2024 (based on 2023 applications)	\$4,200,000						
	Total Gap in Funding if Potential Awards are Received in 2024	-\$7,422,025						

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://dlg.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://dlg.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+Mailin+List&utm_campaign=eb5148ccdc-EMAIL_CAMPAIGN_2022_11_16_07_28&utm_medium=email&utm_term=0_f32b935a5f-eb5148ccdc-19862321
USDA - Housing Preservation Grants	Housing Preservation Grants Debby Rehn Loan Specialist Colorado State Office USDA Rural Development Email: debby.rehn@usda.gov		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	
PATHWAYS TO REMOVING OBSTACLES TO HOUSING (PRO HOUSING)	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.	\$1M-10M	10.31.23	https://www.hud.gov/program_offices/comm_planning/pro_housing#recorded
Alliance Catalyst Fund	Catalyst Fund proceeds may be used for a variety of predevelopment costs, including but not limited to project feasibility studies, environmental studies, engineering, architectural, market studies, options, legal fees, soil studies, site preparation, appraisals, surveys, development consultants and other items associated with determining project feasibility.	\$25K-\$75K	10.31.23	https://yesipc.com/alliance-programs/housing-catalyst-fund/
DOLA-Local Planning Capacity Grant	intent of the program is to increase the capacity of local government planning departments responsible for processing land use, permitting, and zoning applications for housing projects. The program supports local governments' capacity to address affordable housing, especially by expediting development review, permitting, and zoning of affordable housing.	Max award is \$200,000	LOI 12.4.23	https://dlg.colorado.gov/local-planning-capacity-grant-program





RHA Meeting Minutes

Board of Directors

December 14th, 2023, 2:00–4:00 PM.

Center for Innovation, Durango

A. MEETING CALLED TO ORDER by Chairman Vaughn at 2:06 PM (00:00:00)

B. INTRODUCTIONS AND ROLL CALL (00:00:34)

NAME	AFFILIATION	ATTENDANCE		
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 checked="" type="checkbox"/> Present	<input 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
Mark Garcia	Town of Ignacio, Manager	<input type="checkbox"/> Present	<input type="checkbox"/> Absent	<input checked="" type="checkbox"/> Online
Clark Craig	Town of Ignacio, Mayor	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent	<input type="checkbox"/> Online
Patrick Vaughn	Member at Large	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent	<input type="checkbox"/> Online

Others present:

- Mike French, LPEDA (online)
- J.J. Desrosiers, LPEDA
- Sarah Tober, LPEDA
- Sarah Schwartz, LPEDA
- Rosalinda Linares-Gray, LPEDA
- Jenn Lopez, Project Moxie (online)
- Donna Rheault, NINA
- Laurie Roberts, Public
- Joan Fauteaux, DAAR

No directors disclosed any conflict of interest.

C. PUBLIC COMMENT (00:01:05)

Laurie Roberts said she appreciated the accurate reporting of her comments from last month's meeting. She acknowledged the magnitude of effort involved in getting structures in place to use the available funding for affordable housing initiatives. Ms. Roberts reiterated that the State of Colorado wants regional housing authorities, such as the RHA, to be involved in development. She had sent an article to members of the Board about the use of infrastructure funds, as ARPA funds appear to be hard to track.

D. APPROVAL OF AGENDA (00:02:15)

Director Henson asked to postpone decision item *H.4. Strategic Plan Adoption* until next month's board meeting so that each board member has more time to review it before approval. The final copy of the Strategic

Plan was not received until the night before; therefore, the Board members did not have a chance to review it before this meeting. Ms. Tober mentioned that per the Board's suggestion, Section 3 of the Strategic Plan may be removed as the RHA is not prepared to complete all items in 2024. The Board agreed to move the Strategic Plan decision item to next month and requested to have the documents transferred to a Google Doc so that all Board members can view and redline any sections needing further review.

Director Henson motioned to approve the agenda, and Vice-Chair Porter-Norton seconded to approve the agenda with Item H.4. deferred until January. The motion passed unopposed by voice vote.

E. CONSENT AGENDA (00:04:55)

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

Prior to the meeting, Director Hall emailed LPEDA staff and requested minor changes to the minutes to clarify language related to the County's Comprehensive Plan and a higher density of housing for the proposed Tree Farm Village. LPEDA staff was asked to read aloud to the Board the statement included in the draft minutes and the proposed changes.

Director Sickles motioned, and Director Henson seconded to approve the consent agenda with the amendments to the November 2023 meeting minutes. The motion passed unopposed by voice vote.

F. PRESENTATIONS AND ENGAGEMENT WITH NON-RHA ENTITIES (00:07:40)

No presentations were scheduled or presented.

Chairman Vaughn suggested scheduling separate meetings in the future for public presentations to provide more time for comments, questions, and feedback from the Board. Director Sickles proposed holding separate meetings quarterly and having multiple presentations per meeting. Vice-Chair Porter-Norton supported the idea and highlighted the importance of being able to focus and be present with the presenters.

G. ALLIANCE UPDATES (00:08:56)

1. CATALYST FUND UPDATES – SARAH TOBER (00:09:07)

Ms. Tober stated that Round 2 of the Catalyst Fund has closed. The LPEDA received seven applications, which the working group reviewed extensively and recommended to the Catalyst Fund Committee. Three projects were approved to move forward, totaling \$195,132 in awards. Official contracts and a press release will go out in January 2024. It was noted that preservation was added to the rubric for this round, and two of the three supported projects are related to Mobile Home Park Preservation. The Board also discussed the RHA's application for the United States, San Juan National Forest Service property, which was not approved. In the review of the Cole Ranch/Bayfield properties' proposal, Director Hall stated that he had suggested working with County planning staff to provide more information on feasibility. He stated in the meeting that some of the things in the application could be answered by talking to the County Planning Department. He went on to add that the Catalyst Fund Working Group desires to be cautious with its resources. The second round has

helped LPEDA staff and the Working Group make more adjustments to the Letter of Intent (LOI) and establish a better understanding of items requested of applicants from the beginning. This will include increasing the criteria for communication/collaboration on current and future funding and grant requests and a need to determine a metric of success, to measure if a project is "shovel ready," and assess any risk-averse projects that are not ready for funding. \$933,000 has been received for the Catalyst Fund, with a remaining balance of \$600,000 after the second round. Round 3 of the Catalyst Fund will start in March 2024.

Mr. French discussed his presentation to the Durango Industrial Development Foundation (DIDF) for potentially using a \$2M fund to create a "Catalyst Fund 2.0" revolving loan fund with a 0% interest rate. This fund would be stacked with the 1st Southwest Bank, which recently received \$10M from the State for the Affordable Housing Investment Fund (AHIF). Several individuals participated in the presentation, including Chairman Pat Vaughn, Paul Broderick, Bob Allen, and Durango Police Chief Bob Brammer, each bringing a background ranging from affordable housing, banking, real estate, and public service. The DIDF Fund currently has \$2M to award and Mr. French stated that we can still be effective with \$1M if the \$2M is split with the Fort Lewis College Foundation (FLC). He stated he should know within five business days if they will present to the DIDF Board for a request for funds. Treasurer Garcia asked how the loan is revolving if it's a one-time fund, but it was clarified that it would be a loan instead of a grant. Chairman Vaughn explained it would be similar to construction loans, which are short-term loans and could benefit projects such as the MGL Development group working with FLC to build more housing in Three Springs. The Rock Creek Housing project is another example of a project that needs construction funds for infrastructure. Vice-Chair Porter-Norton shared that setting up a revolving loan fund is in line with what was discussed at the Board retreat and that as more items come up in the Catalyst Fund applications, we need to document what it took to get to this point, what the need is to move further with housing projects and captures lessons learned for the housing needs assessment that everyone agreed was necessary. She added that another county, Gunnison, asked about the Catalyst Fund and thanked Ms. Tober for providing more information to one of their Commissioners.

2. RHA WEBSITE - SARAH SCHWARTZ (00:26:10)

The current website is hosted for free through the Statewide Internet Portal Authority (SIPA) but has some significant design limitations. LPEDA staff has learned that the ".colorado" portion of the URL and the icon of the State logo cannot be removed from the website due to SIPA's legal and branding requirements. However, in January, LPEDA staff will apply directly to the federal government for a free ".gov" URL that does not include ".colorado" and can be set up to redirect to the RHA's site.

The cost of moving the current site from SIPA's platform to a WordPress type platform would be between \$3,750 and \$5,625 plus \$159 in yearly software subscriptions, according to a quote from a local web developer. The Board expressed that it does not seem to be a priority to upgrade the website platform right now, but it might be necessary in the future.

It was also clarified that if a site will be needed for a potential ballot measure, its development would be covered under the Technical Assistance Grant.

3. 2023 GOALS TRACKING - SARAH TOBER (00:32:41)

Ms. Tober shared that the RHA has achieved all the 2023 goals except "unite a regional approach" around policy changes, which will be tabled to 2025. However, various actions have been made to unite the community, including Pine River Commons, Rock Creek, and working with Lisa Blomquist-Palmer with HomesFund to create a countywide approach to deed restrictions. Ms. Tober stated that the Rental Assistance

Program will continue in 2024 and that the RHA has more funds to contribute. The LPEDA staff have met with First Southwest Bank to go over the 2023 Rental Assistance program and learned that \$71,588 of the \$100,000 loan fund has been deployed. Initially, a FICO score was not required, and some people took advantage of the program. Since then, additional criteria have been added, and the program has been expanded outside of La Plata County but was clarified that, only 2 of 19 loans were granted outside of La Plata County. The LPEDA staff will continue to promote the program in January 2024.

4. ANNUAL REPORT – SARAH SCHWARTZ (00:36:35)

Work has begun on creating a 2023 annual report for the RHA. Consultants from Project Moxie are assisting, covered by the Technical Assistance Grant. LPEDA Staff hope to have a draft for the Board to review in January 2024.

5. 2024 MEETING SCHEDULE – J.J. DESROSIERS (00:37:40)

The Board decided to continue to hold meetings on the second Thursday of each month during the year 2024. It was also determined that at least once a quarter, a meeting would be held in Bayfield or Ignacio but that all other meetings would be held at the Center for Innovation in Durango. LPEDA staff will work with the representatives from Bayfield and Ignacio to determine which dates they would like to host and then present a schedule for the Board to approve in January 2024. It was also decided that the April 2024 Board meeting should be canceled if the Housing Summit comes to fruition that month.

H. DECISION ITEMS

1. 2022 FINANCIAL REVIEW (00:41:38)

The RHA elected not to complete a full audit for 2022 since there were less than \$150 in transactions and instead opted to do a financial review. Fredrick, Zink, and Associates have reviewed the RHA's financials with Carolyn Moller, the LPEDA accountant, and have prepared the Financial Review document included in the packet. Treasurer Garcia worked with LPEDA staff on the financial review and said it provided a good idea of where the RHA is financially for that year.

Vice-Chair Porter-Norton motioned, and Treasurer Garcia seconded to Accept and Approve the 2022 Financial Review as presented. The motion passed unopposed by voice vote.

2. RESOLUTION 2023-06 ~ S.T.E.E.R COMMITTEE (00:43:03)

The desire to create a funding source advisory committee came out of the Board Retreat and has since been named the Stakeholder Taskforce for Evaluation and Endorsement of Revenue-streams (STEER) Committee. The STEER Committee Overview, included in the packet, explains its purpose and why it was formed. The STEER Committee will be comprised of community members and stakeholders whose numbers and composition will be determined at the Board's discretion with input from the LPEDA staff. Chairman Vaughn asked about the practicality of forming a group within one month. Ms. Lopez explained that she is waiting for input on which individuals the Board wants to nominate to receive official invites. With technical assistance from Project Moxie, LPEDA staff will help set up meetings and announce the "kick-off" date in mid-January. These meetings can be in-person and virtual meetings. Vice-Chair Porter Norton requested to have the Stakeholder List resent to the Board and said she desires to make sure the Committee includes members from

diverse sectors. This process will be staff intensive and important to the RHA's future and mission. Director Hall suggested a framework to include the number of people, a timeline for objectives, a schedule for meetings/hourly requirements, the purpose, deliverables, rules, and a "punch list" of what needs to be done. However, the resolution states that the STEER Committee will determine its own rules and procedures once established, allowing flexibility and adaptation. Director Sickles agreed that the committee should set up their own ground rules and path to get the most out of the committee, enabling them to feel like they have ownership. Questions about timing with Committee deadlines and Housing Summit were raised, but LPEDA staff will keep the Board informed. Vice-Chair Porter-Norton brought up the need to look into the timeline around going to ballot and ensure the timeline is updated to fit within ballot deadlines. Director Yazzie added that the Durango Public Library property tax questions may or may not be going to ballot as the Library Board is still split. 9R may be going to ballot in 2024 for \$170M, and LPEDA staff will need to keep the committee informed of decisions related to what and who is/is not going to ballot in 2024.

Director Sickles motioned, and Vice-Chair Porter-Norton seconded to approve Resolution 2023-06 as presented. The motion passed unanimously by voice vote.

3. RESOLUTION 2023-07 ~ 2024 BUDGET ADOPTION & APPROPRIATION (00:58:26)

Treasurer Garcia prepared the budget with LPEDA staff and Carolyn Moller. From the Board's direction at the last meeting, they reverted to the 2023 member contribution amounts. Similarly, they decided not to include income from grants in the budget since they are not guaranteed funds.

The Board also briefly discussed the Funding IGA (see I.1), which LPEDA Staff and David Liberman are investigating to find ways to propose increasing contribution amounts for 2025, and the Funding IGA language should be ready for consideration by spring 2024. Adoption and appropriation are included within the resolution.

Treasurer Garcia motioned, and Vice-Chair Porter Norton seconded to approve Resolution 2023-07 as presented. The motion passed unopposed by voice vote.

4. STRATEGIC PLAN ADOPTION (01:03:21)

Deferred to January 2024. See E

5. LPEDA ADMIN CONTRACT (01:03:22)

The RHA's Attorney, David Liberman, and Ms. Tober made updates to the dates and scope of work within the Administrative Contract. There were no fundamental changes to the cost or liabilities associated with contracts, and the scope of work did not change significantly. Vice-Chair Porter-Norton requested a minor formatting correction to an out-of-place bullet on page 6 of the contract and requested to update the contract amount on page 7 to match the 2024 budget. Chairman Vaughn asked for clarification on the terms of the agreement and requested to have the dates changed to January 1, 2024, through December 31, 2025.

Vice-Chair Porter-Norton motioned, and Director Sickles seconded to approve the LPEDA Admin Contract as edited in the meeting. The motion passed unopposed by voice vote.

6. LPEDA PROFESSIONAL SERVICES CONTRACT (01:07:53)

Ms. Tober explained that nothing material had been changed from last year's contract other than the scope of work (Exhibit A). Various directors weighed in on elements of Exhibit A that needed editing.

Section 1.1 The final sentence was updated to match the Catalyst Fund's Current Activities. The phrase "through an established process" was added to the Second sentence to clarify the Catalyst Funds' purpose.

In Section 1.2, the preposition "in 2024" was dropped from the first sentence to allow for greater flexibility, and "May of 2022" was replaced with "October of 2023." Which was the Board retreat and the more recent date in which the Board reconfirmed their interest in "amassing trust fund revenue sources."

Section 1.5, the phrase "and for the County to begin work on this section of the land use code to be aligned with the other public partners as well," was removed as Director Hall and Vice Chair Porter-Norton stated that it singled out the County when code reform work involved all the entities. Vice-Chair Porter-Norton stated that code work related to affordable housing is still work the County intends to undertake.

Director Sickles motioned, and Treasurer Garcia seconded to approve the LPEDA Professional Services Contract as edited in the meeting. The motion passed unopposed by voice vote.

I. DISCUSSION/UPDATES

1. FUNDING IGA – SARAH TOBER (01:21:46)

Per the Board's request, Ms. Tober and David Liberman are working on updating the IGA to allow for contribution increases in proportion to population increase, inflation, and for initiatives the Board deems essential for its mission. They will have a draft in early 2024.

2. GRANT MATRIX – SARAH SCHWARTZ (01:22:51)

The total amount requested among all entities was \$16,578,000. However, the total received was only \$4,956,000, which leaves a gap of \$11,622,025. Even if the two outstanding applications were accepted, there would still be a \$7 million gap remaining.

Despite being asked to increase their amount, Bayfield's Pine River Commons project was not invited to apply for the Stronger Communities Grant. Ms. Tober expressed disappointment and explained that Shirley Diaz had conveyed that the reasons for denial included not being enough of an infill project, not having a history with the State, and that the reviewers could not understand how the project did not pencil for the developer making any profit. Several present expressed disappointment at this ruling as the development is within walking distance of Bayfield Elementary School, is entirely dedicated to the workforce, and is a philanthropic endeavor on the developer's part. Concerns have been escalated to Patrick Rondinelli, the local representative at DOLA (Department of Local Affairs), who has identified another potential funding source. However, the developer is frustrated and does not wish to continue pursuing grants. It was stated that Mr. Brad Blake will take the lead for Charlie Albert going forward on this project. It was suggested that this situation needed to be understood by our State elected officials including Representative Barbara McLachlan, who Vice-Chair Porter-Norton agreed to call her to relay the frustration with this situation.

Similarly, the City of Durango was not asked to apply for their Durango Crossings development. Director Hensen stated that the staff reviewing the project had told her it was the most detailed and thorough application she had seen and that the City contributing land specifically acquired for infrastructure was a plus.

It was mentioned that the situation with both of the of these projects not moving forward in the State’s funding process is not completely surprising given the capacity issues at DOLA, and that there are many more applications submitted than funding available. The Board wondered which projects were funded by this particular source and more specifically, their location.

Additionally, funded by the Technical Assistance Grant, the Three-Year Workforce Housing Plan is being updated, and a housing needs assessment is being explored.

3. PROP 123 UPDATES – EVA HENSON & SARAH TOBER (01:33:11)

Director Henson reported that the City of Durango did not apply for the Local Planning Capacity Grant through DOLA to avoid competing with the application submitted on behalf of the RHA. It was also stated that the City has hired a code reform officer specifically focused on community engagement. Prop 123 has released a few programs through CHFA, including a concessionary debt program and grants for modular home financing. The City held an educational session with Shirley Diaz from DOLA, but unfortunately, Director Henson relayed, the presentation was very confusing and left attendees with more questions than answers. It is becoming apparent that the State is receiving more requests for funding than it can award, and local developers and housing partners are not receiving the grants they have applied for. Director Hall said that overprescribing funds speaks to the need for a local funding source and that we locally cannot rely on state funds. Chairman Vaughn explained the flexibility needed to deal with the current interest rate environment for homeownership, and that rental product is currently more viable and attainable. Treasurer Garcia commented that changes within DOLA may be directly related to the Governor's order and a new executive director of DOLA.

J. MEMBER UPDATES

1. MEMBER AT LARGE (01:47:35)

Chairman Vaughn reported that he gave an update during the LPEDA's monthly membership meeting on Tuesday as to where the RHA is at and about the key goal of finding a sustainable funding source as outlined in the strategic plan for the RHA. He also shared that local apartment rental rates have dropped 10%-25%, possibly signifying an exodus of young professional, remote workers.

2. TOWN OF IGNACIO (01:48:37)

The Rock Creek Housing Project is going well; the infrastructure is underway, but it is weather-dependent. Treasurer Garcia will speak with Mr. French about the construction funding side of their work and that the Town has been working with Fading West for modular homes and HomesFund for deed-restricted units in 2024. It was reported that the Town has had some requests to utilize town-owned property that they have acquired, and the Town Board will review it. They will be putting out an RFP for the potential utilization of town properties for any development opportunities, including housing.

3. TOWN OF BAYFIELD (01:49:50)

The project related to the East End lighted intersection is waiting for congressional direct spending/communication. The Town is working on an RFP to send to local builders for Cinnamon Heights and has been working with HomesFund to begin designing deed restrictions.

4. CITY OF DURANGO (01:50:31)



Their inclusionary zoning (Fair Share) proposal was presented to the City Council. The City held a community engagement session for its Fair Share proposal and is working with Root Policy to include updates. They are gathering more feedback about those proposals, and the key objectives currently are to include rental development, adding affordable housing density bonuses to the land use code, offering fee offsets, and changes to parking requirements, which is intended to incentivize developers to construct the units instead of just paying the fee in lieu. The Inclusionary Zoning Presentation and feedback form can be found on the City of Durango's website, and they will be presenting their proposal to the Planning Commission in February before taking it before the City Council in the spring. The State has funded this program through the Department of Local Affairs. Finally, the \$4M grant money was removed from the Housing Fund account and deployed to the Best Western Residences at Durango project.

5. LA PLATA COUNTY (01:53:11)

The County is continuing to work with Cinnamon Heights and Rock Creek to get agreements in place around ARPA commitments. The County is still in negotiations with DOLA regarding the grant for infrastructure at Westside Mobile Home Park and Triangle Mobile Home Park. Work will begin in 2024 with community development staff for ways to streamline the land use code related to affordable housing. Vice-Chair Porter-Norton thanked staff and the Board for their hard work with the RHA this year and said it is exciting to see how far the RHA has come in one year.

K. MEETING ADJOURNED by Chairman Vaughn at 4:00 pm (01:54:03)

Recording:

https://us06web.zoom.us/rec/share/gzskGMAXUIHnUJ0IQG2M7n2jtAvEbg6U0Kufp_IMO1Xaqw0DNi7OEkRonnqLTLA.TryHOA2nCfL2oYqY

Passcode:wv63het\$