



Meeting Date: March 2, 2021

AGENDA MEMORANDUM

To: Honorable Mayor and Members of Town Council

Through: David L. Corliss, Town Manager

From: Tara Vargish, PE, Director, Development Services
Brad Boland, AICP Long Range Project Manager, Development Services
Department

Title: **Douglas County Housing Partnership, Board of Directors Staff Appointment**

Executive Summary

Staff is seeking action on appointing a Douglas County Housing Partnership (DCHP), Board of Directors representative for the Town of Castle Rock due to staffing changes. The Town is permitted two appointees to the Board of Directors who participate as voting members. Currently, the Town has had one Town Council appointee, Mayor Gray, and one staff appointee, Sandy Vossler. Councilmember Ryan Hollingshead currently serves as an alternate Council representative. Other communities represented on the DCHP Board have a mix of a councilmember, a resident and/or a staff member.

Sandy Vossler, Senior Planner in Development Services, has served as the staff appointee since February 2021. Traditionally, the staff appointee has been filled by the Long Range Project Manager but term limits created the need to appoint another staff member in 2021. With the recent appointment of Brad Boland as the Long Range Project Manager, it is requested that Mr. Boland now fill the staff position currently held by Sandy Vossler.

The purpose of this memorandum and requested action is to seek Town Council's direction to fill Ms. Vossler's position by either appointing one additional councilmember, appointing Mr. Boland, or designating another representative.

Discussion

The purpose of the Douglas County Housing Partnership is to achieve economically thriving communities by preserving, providing, and developing housing choices in Douglas County. The following is a description of a board member's duties:

The Douglas County Housing Partnership (DCHP) was formed as a multijurisdictional housing authority in 2003 by the City of Lone Tree, the Town of Castle Rock, the Town of Parker and Douglas County through an intergovernmental agreement (IGA) (Attachment A). The preamble to the IGA states that the DCHP was established to address the shared "concern expressed by the business community, public officials and others that there is insufficient workforce housing

in Douglas County”. The need for housing for teachers, firefighters and retail workers is specifically cited.

Each member jurisdiction (Lone Tree, Castle Rock, Parker and Douglas County) is responsible for identifying its two representatives to the Board of Directors of DCHP, who may be an elected official or designated representative.

It is the duty of the Board to govern the affairs of the Housing Authority, to establish policies, to comply with the laws establishing a multijurisdictional housing authority and to exercise oversight with due diligence and prudence.

The Board of Directors are responsible for:

- overall policy for the housing authority;
- its annual budget;
- the annual audit;
- projects and programs.

The Board of Directors meets monthly on the fourth Thursday of the month from 8:30 AM to 10:30 AM to receive formal updates from the housing authority staff. Directors serve for a maximum of three two-year terms. Directors receive no compensation for their services.

Staff Recommendation

Staff recommends Town Council appoint staff member Brad Boland, Long Range Project Manager, as a Castle Rock representative to the DCHP Board of Directors, effective March 2022 through January 2023.

Proposed Motion

Option 1: Approval

“I move to appoint Brad Boland as a Castle Rock representative to the DCHP Board of Directors, effective March 2022 through January 2023.”

Option 2: Another Representative

“I move to appoint XXXXXXXXXXX as a Castle Rock representative to the DCHP Board of Directors, effective March 2022 through January 2023.”

Option 3: Continue item to next hearing (need more information to make decision)

“I move to continue this item to the meeting on xxxxxx, 2022.”

Attachments

Attachment A: Douglas County Housing Authority Intergovernmental Agreement, Amended and Restated 2020