



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
Sandy Vossler, Senior Planner, 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 to fill the vacancy created by existing term limits. The Town is permitted two appointees to the Board of Directors who participate as voting members. Recently, the Town has had one Town Council appointee and one staff appointee. Other communities represented on the DCHP Board have a mix of a councilmember, a resident and/or a staff member.

Mayor Jason Gray was reappointed in December as the Town Council appointee. Councilmember Ryan Hollingshead was selected to serve as an alternate Council representative. Julie Kirkpatrick, Long Range Project Manager, Development Services, has served as the staff appointee since February 2015. Ms. Kirkpatrick's third two-year term expired in February 2021 and term limits prevented her from being eligible for another term.

Sandy Vossler, Senior Planner, Development Services is interested in serving on the Board of Directors as a staff appointee. The purpose of this memorandum and requested action is to seek Town Council's direction to fill Ms. Kirkpatrick's vacancy by either appointing one councilmember, appointing Ms. Vossler, 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. Diane Leavesley, Executive Director of the DCHP, provided the following 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 Sandy Vossler as a Castle Rock representative to the DCHP Board of Directors, effective February 2021 through January 2023.

Proposed Motions

“I move to appoint Sandy Vossler as a Castle Rock representative to the DCHP Board of Directors, effective February 2021 through January 2023.”

Attachments

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