

**Town of Lyons, Colorado
Board of Trustees
BOT Agenda Cover Sheet
Agenda Item No: XI.1
Meeting Date: 15 May 2023**

TO: Mayor Rogin and Members of the Board of Trustees

FROM: Lead Planner David Kimmett, AICP

DATE: May 3, 2023

ITEM: Resolution 2023-29 - Colorado Department of Local Affairs (DOLA) Innovative and Affordable Housing Opportunities Program (IHOP) Grant

 X ORDINANCE
MOTION / RESOLUTION
INFORMATION

I. REQUEST OR ISSUE:

DOLA IHOP Grant – selection of consultant and signing of the contract.

II. RECOMMENDED ACTION / NEXT STEP:

Approve selection of consultant for IHOP Grant and execute contract with consultant, Bohannan Huston Inc (BHI).

III. FISCAL IMPACTS:

The DOLA grant is for \$60,000; BHI's Not-To-Exceed in the contract is \$54,551.45

IV. BACKGROUND INFORMATION:

In 2022, Director of Community Relations Mitchell applied for a DOLA grant opportunity that would assist the Town in understanding the status, the gaps, and the solutions within the affordability sphere of housing. Lyons was selected by DOLA earlier this year to receive a \$60,000 planning grant – the IHOP – to ascertain this current condition of housing availability at all levels of type and price structure, and from there determine potential paths forward for enabling novel approaches to tackling the intractable issue of housing affordability in our jurisdiction. The money is to be spent on a consultant, who will perform an analysis of our housing, our potential housing capacities, possible code changes, grant funding, partnership, and more, all to assist in alleviating the constantly upward migrating cost of living within Lyons.

V. LEGAL ISSUES:

None.

VI. CONFLICTS OR ENVIRONMENTAL ISSUES:

None.

VII. SUMMARY AND ALTERNATIVES:

Staff Findings of Fact

Administrator Simonsen, Chair of Housing and Human Services Commission Sparks, and Planner Kimmett (the Review Team) reviewed and scored the three proposals received in a duly expressed Request for Proposals. The Review Team found the BHI proposal to best satisfy both the requirements of the DOLA IHOP Grant and the desires of the Town to better understand our housing status and offer approaches to address the dire current dearth of affordable and attainable housing options.

The Grant process will be managed by Planner Kimmett and Finance Director Eyestone over the course of 2023. The end deliverable will be a document that will guide Lyons into a hoped-for more equitable, sustainable housing future.

PROPOSED MOTION:

SAMPLE MOTION OF APPROVAL:

The Board may propose a motion of approval of the proposal based on the following suggested outline:

“I move that the Board approve the contract with BHI for services as outlined in their Housing Needs Assessment Study proposal dated March 31, 2023, finding that the proposal complies with the content needed to satisfy both the content requirements of the DOLA IHOP Grant and the Scope of Work requested by the Town of Lyons.”

SAMPLE NEGATIVE MOTION:

The Board may propose a motion of denial of the proposed contract based on the following suggested outline:

“I move that the Board deny approval of the contract with BHI for services as outlined in their Housing Needs Assessment Study proposal dated March 31, 2023, finding that the proposal does not comply with the content needed to satisfy the content requirements of the DOLA IHOP Grant and or the Scope of Work requested by the Town of Lyons.”

ATTACHMENTS:

Please find attached:

- 03 – MASTER PROFESSIONAL SERVICES AGREEMENT_Bohannan Huston_April 2023
- 04 – Exhibit A – MPSA_Proposal_Bohannan Huston_31 March 23
- 05 – Exhibit B – MPSA_Lyons Housing Needs Assessment and Housing Strategic Plan_Scope of Work_20230502