



Board Agenda Background

Date: 2/17/2026
To: Board of County Commissioners
Through: Colton Rohloff, County Manager
From: Erica Duvic, Grants Administrator
Rachel Harlow-Schalk, Finance Director/Assistant County Manager
Subject: Consideration of Approval of an Intergovernmental Agreement between Clear Creek County and Clear Creek Regional Housing Authority for a Department of Local Affairs Local Planning Capacity Grant

RECOMMENDATION

Staff recommend approval of an Intergovernmental Agreement between the County and the Clear Creek County Regional Housing Authority (CCRHA) to clarify management responsibilities for the Local Planning Capacity Grant.

BACKGROUND

On April 1, 2025, the Board of County Commissioners authorized the County to apply for a Department of Local Affairs (DOLA) Local Planning Capacity (LPC) grant on behalf of CCRHA. The County was awarded \$96,000 to support a multi-jurisdictional effort establishing the Regional Housing Authority. This initiative will build local capacity to advance affordable housing goals and meet Proposition 123 requirements across Clear Creek County, Georgetown, Idaho Springs, Empire, and Silver Plume.

Since the grant award, staffing changes at both the County and CCRHA have created management challenges. While a housing consultant has been hired and completed the first two project phases, the remaining \$60,000 of the project budget was designated for legal counsel. The County no longer has adequate staff capacity to manage the legal services procurement, and CCRHA has requested to contract directly with counsel. DOLA has approved this arrangement. This agreement establishes the reimbursement process for CCRHA grant expenditures and defines each party's responsibilities in completing the grant scope of work.

CONCLUSION

Executing this agreement ensures the County fulfills its financial commitments to DOLA while providing both organizations with clear roles and responsibilities for completing the grant deliverables.

FISCAL IMPACT

This agreement creates no additional fiscal obligations for the County. All grant funds are disbursed on a reimbursement basis. The agreement specifies the documentation and approval requirements CCRHA must meet to receive reimbursements from the County for eligible grant expenses.

ATTACHMENT:

1. Intergovernmental Agreement Between Clear Creek County and Clear Creek County Regional Housing Authority for Department of Local Affairs Local Planning Capacity Grant