INTERGOVERNMENTAL AGREEMENT
CONCERNING COOPERATIVE EFFORTS FOR THE
PREPARATION OF A HOUSING NEEDS ASSESSMENT
FOR SOUTH ROUTT COUNTY AND ITS MUNICIPALITIES

This Intergovernmental Agreement Concerning Cooperative Efforts for the Preparation of a Housing Needs Assessment (the "Agreement") dated as of the ___ day of _____, 2024 is between Routt County, Colorado ("County") acting by and through the Board of County Commissioners, the Town of Oak Creek, a Colorado statutory municipality ("Oak Creek"), the Town of Yampa, a Colorado statutory municipality ("Yampa"), the South Routt School District RE-3, a Colorado school district ("Soroco"), the Oak Creek Fire Protection District, a Colorado Title 32 special district ("OCFPD"), and the South Routt Medical Center Health Services District, a Colorado Title 32 special district ("SRMC").

Recitals

A. County, Oak Creek, Yampa, Soroco, OCFPD and SRMC (the "Partners") have the authority pursuant to Article XIV, Section 18, of the Colorado Constitution and C.R.S. § 29-1-201, et seq, to enter into intergovernmental agreements for the purpose of providing any service or performing any function which they can perform individually.

B. The Partners are governmental entities that provide services to all or part of the southern portion of Routt County as defined below in this Agreement ("South Routt County").

C. The Partners, individually and collectively, agree that the need for sustainable, affordable and workforce housing throughout South Routt County region must be addressed and an initial step to do so is the preparation and completion of a collective and comprehensive Housing Needs Assessment ("HNA") for the region.

D. The Oak Creek Town Board, at their meeting held on July 13, 2023, agreed to administer the preparation and completion of the HNA for South Routt County on behalf of the Partners.

E. In July and August, 2023 funding applications were submitted by Oak Creek in coordination with the Partners to the Colorado Department of Local Affairs' (DOLA) Energy and Mineral Impact Assistance Fund (EIAF) program and the Colorado Housing Finance Agency (CHFA) to support the completion of the HNA for South Routt County including Routt County and the participating municipalities, and both applications were approved.

F. In November, 2023 representatives of the Partners developed a Request for Proposals (RFP) seeking a qualified consultant firm to undertake the preparation and completion of the HNA in which the selected consultant is to conduct a HNA to examine current and future housing needs for South Routt County and wherein the scope of work includes identifying publicly and privately owned South Routt properties for infill, determining needed land use code

updates, identifying applicable funding strategies, analyzing existing and potential housing authorities and partnerships to implement the housing strategies, and production of final documents and presentation of final documents for approval of a recommendation by the Partners and the Oak Creek Town Board.

G. Proposals were opened on December 22, 2023 and distributed to the Partners. Submitted proposals were reviewed by representatives of the Partners, qualified consultants were interviewed January 11, 2024 by the Partners and a recommendation by the representatives of the Partners to the Oak Creek Town Board for the selection of a qualified consultant was presented and approved February 8, 2024.

H. The Partners intend for this Agreement to acknowledge and approve the actions of the Partners for the HNA project to date and further intends to formally outline the roles, responsibilities and expectations of the Partners as the HNA is undertaken and completed.

Terms and Conditions

Therefore, the Partners agree as follows:

Section 1. Definitions: The following terms shall have the meanings set forth following them as set forth below:

a. Board of County Commissioners: The Board of County Commissioners of Routt County.

b. County Planning Staff: The staff of the Routt County Planning Department.

c. Housing Needs Assessment: The South Routt County Housing Needs Assessment and exhibits and appendices attached thereto.

d. OCFPD Staff: The Fire Chief of the Oak Creek Fire Protection District or designee.

e. OCFPD Board: The Board of Directors of the Oak Creek Fire Protection District.

f. Oak Creek Staff: The Town Administrator/Clerk of the Town of Oak Creek or designee.

g. Oak Creek Town Board: The Board of Trustees of the Town of Oak Creek.

h. Soroco School Board: The South Routt School District RE-3 Board of Education.

i. Soroco Staff: The Superintendent of the South Routt School District RE-3 or designee(s).

j. South Routt County: The area of Routt County, Colorado located within the boundaries of the legally described South Routt School District RE-3 boundary and as further depicted and noted on the attached Exhibit A as the South Routt School District.

k. SRMC Board: The Board of Directors of the South Routt Medical Center Health Service District.

l. SRMC Staff: The District Manager of the South Routt Medical Center Health Service District or designee.

m. Yampa Staff: The Town Administrator/Clerk and Town Planner of the Town of Yampa.

n. Yampa Town Board: The Board of Trustees of the Town of Yampa.

Section 2. Roles and Responsibilities.

a. The Partners, individually and collectively, agree to work with the selected consultant to undertake the tasks identified in the Recitals herein to complete the HNA in a timely manner. It is expected that the consultant's field work and data collection will be completed and a draft report will be provided to the Partners by August 31, 2024. Subsequently, the Partners agree to review, comment and collectively recommend acceptance and approval of the completed HNA. The HNA is expected to be completed and approved by October 1, 2024.

b. Each Partner shall endeavor to make staff, Board members and/or other necessary individuals and information available to the consultant's team members at reasonable times and intervals to undertake the work anticipated.

c. Each Partner agrees that the DOLA EIAF and CHFA funding is to be used to cover the scope of work further detailed in the RFP and the consultant's contract for services with Oak Creek, and that any work any Partner wishes to be completed outside of such scope of work or said consultant's contract shall only be funded by DOLA EIAF and CHFA funding upon the written consent of the Oak Creek Town Board and consultant or as may be separately contracted and funding by the Partner requesting such additional work.

d. The Partners agree that the Town of Oak Creek will be the Partner's primary contact with Ayres Associates LLC on behalf of the Partners and will provide direction on behalf of the Partners to Ayres Associates LLC. The Partners agree to meet no less than once monthly to receive and provide updates to each other, to discuss project funding and to determine if this project's grant funds should be used to expand the consultant's contract for services per the above roles and responsibilities.

Section 3. Notices.

Any notice required under this Agreement may be personally delivered, mailed in the United States' mails, first class postage prepaid to the party to be served, or emailed to the following addresses:

County:	Routt County Board of Commissioners 522 Lincoln Ave, Suite #30 Steamboat Springs, CO 80487 Email: BCC@co.routt.co.us
OCFPD:	Fire Chief Oak Creek Fire Protection District 131 E. Main St/PO Box 152 Oak Creek, CO 80467 Email: Chief@oakcreekfire.org
Oak Creek:	Town Administrator/Clerk Town of Oak Creek 129 Nancy Crawford Blvd/PO Box 128 Oak Creek, CO 80467 Email: david@townofoakcreek.com
SOROCO:	Superintendent South Routt School District RE-3 305 S Grant St/PO Box 158 Oak Creek, CO 80467 Email: khenwood@southrouttk12.org
SRMC:	District Manager South Routt Medical Center Health Service District 300 E Main St/PO Box 8 Oak Creek, CO 80467 Email: ken@southrouttmedical.com
Yampa:	Town Administrator/Clerk Town of Yampa 101 Main St/PO Box 224 Yampa, CO 80483 Email: clerk@townofyampa.com

Section 4. Amendments.

This Agreement may not be amended except by a written document executed by all parties hereto.

Section 5. Term and Termination of Agreement.

Subject to due execution of this Agreement by the parties, this Agreement shall be effective as of the _____ day of _____, 2024. It is intended that the term of this Agreement shall extend until the final acceptance and approval of the HNA by the Partners and ratification of such by the Oak Creek Town Board.

Section 6. Governing Law.

This Agreement shall be governed by and construed in accordance with the internal laws of the State of Colorado without reference to choice of laws rules. Any disputes arising from this intergovernmental agreement shall be held in the Routt County Court located in Steamboat Springs, Colorado.

Section 7. Savings Clause.

In the event that a Court of competent jurisdiction determines that any provisions of this Agreement is contrary to law and therefore, unenforceable or invalid, the balance of this Agreement shall remain in full force and effect unless, as a result of such decisions, the essential purposes of the parties in making this Agreement cannot be achieved.

[SIGNATURES BEGIN ON NEXT PAGE]

APPROVED BY THE BOARD OF COMMISSIONERS OF ROUTT COUNTY, COLORADO this ___ day of _____, 2024.

Attest:

ROUTT COUNTY, COLORADO BY ITS BOARD OF COUNTY COMMISSIONERS

_____

Jenny Thomas, Routt County Clerk

By:_____

Timothy V. Corrigan, Chairman

APPROVED BY THE BOARD OF DIRECTORS OF THE OAK CREEK FIRE PROTECTION DISTRICT this _____ day of _____, 2024.

Attest:

OAK CREEK FIRE PROTECTION DISTRICT

_____

Mike Roach, Secretary

By:_____

David Park, Chairman

APPROVED BY THE BOARD OF TRUSTEES OF THE TOWN OF OAK CREEK, COLORADO this ___ day of _____, 2024.

Attest:

TOWN OF OAK CREEK

_____

David Torgler
Town Administrator/Clerk

By:_____

Nikki Knoebel, Mayor

APPROVED BY THE BOARD OF EDUCATION OF THE SOUTH ROUTT SCHOOL DISTRICT RE-3 this _ day of _____, 2024.

Attest:

SOUTH ROUTT SCHOOL DISTRICT RE-3

_____

Dr. Kirk Henwood, Superintendent

By:_____

Kristi Schalnus, Board President

APPROVED BY THE BOARD OF DIRECTORS OF THE SOUTH ROUTT MEDICAL CENTER HEALTH SERVICE DISTRICT this ____ day of _____, 2024.

Attest:

SOUTH ROUTT MEDICAL CENTER
HEALTH SERVICE DISTRICT

_____
_____, Secretary

By:_____
_____, Chairman

APPROVED BY THE BOARD OF TRUSTEES OF THE TOWN OF YAMPA, COLORADO this ___ day of _____, 2024.

Attest:

TOWN OF YAMPA

_____
Sheila Symons
Town Administrator/Clerk

By:_____
Stacey Geilert, Mayor

EXHIBIT A

STEAMBOAT SPRINGS SCHOOL DISTRICT
Routt National Forest
Arapaho National Wildlife Refuge
Craig
HAYDEN SCHOOL DISTRICT
SOUTH ROUTT SCHOOL DISTRICT
EAGLE COUNTY SCHOOLS
13
40
131
134
Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community