



MEMORANDUM

P.O. Box 4100 ♦ FRISCO, COLORADO 80443

**TO:** MAYOR AND TOWN COUNCIL

**FROM:** LESLIE EDWARDS, FINANCE DIRECTOR  
KATIE KENT, COMMUNITY DEVELOPMENT DIRECTOR

**RE:** RESOLUTION 23-22, A RESOLUTION CONCERNING A HOUSING AUTHORITY FOR THE  
TOWN OF FRISCO, COLORADO

**DATE:** JUNE 27, 2023

**Summary and Background:** For the past few months, Staff has been considering multiple affordable rental housing projects, part of which includes an application for low-income housing tax credits (LIHTC). One major advantage to having a housing authority as a partner in a housing project is the statutorily allowed property tax and sales tax exemptions for the project, which can be a critical component for investors. The Town will potentially be pursuing multiple housing projects in the future where this new housing authority can be used again.

The subject of a housing authority, requirements, and benefits to the Town of Frisco were discussed at the April 25, 2023 Town Council worksession.

**Analysis:** In order to create a municipal housing authority, State statute requires the following steps:

- 1.) A petition is signed by 25 residents requesting a public hearing to consider the need for the housing authority (see attached).
- 2.) Public notice of the hearing must be published by the Town Clerk (see attached).
- 3.) One of two basic requirements must be found, either that "unsanitary or unsafe dwelling accommodations currently exist in the Town", or, "there is a lack of safe or sanitary dwelling accommodations in the Town." Town Council has determined that the second criteria is the one that is applicable to the Town.
- 4.) Adoption by Town Council of a resolution that will create the housing authority based on the finding that "there is a lack of safe or sanitary dwelling accommodations in the Town" (proposed resolution attached).
- 5.) The appointment of the governing body of the Housing Authority. Although this could be a separate body, the statute allows for the Town Council to serve as the appointed board of the new Housing Authority. Accordingly, the proposed resolution appoints the Town Council as the governing body of the new Housing Authority.
- 6.) Lastly, certified copies of the paperwork creating the new Housing Authority is filed with the

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state Department of Local Affairs. One item that must be filed is a certificate signed by the Town Council members in their capacity as the governing board of the new Frisco Housing Authority (attached).

**Financial Impact:** While future decisions related to the Frisco Community Housing Development Authority may have a financial impact on the Town, the creation of an authority will not have a direct financial impact on the Town of Frisco.

**Alignment with Strategic Plan:** Adoption of a resolution to create to the Frisco Community Housing Development Authority aligns with the Inclusive Community goal to increase full-time residents to 50% and creating a 5-year housing capital plan. Additionally, planning for future workforce housing aligns with the strategic priority for a Thriving Economy.

**Staff Recommendation:** Staff recommends that Town Council approve Resolution 23-22 to create the Frisco Community Housing Development Authority and certify as Commissioners of the Authority at the June 27, 2023 Town Council meeting.

**Reviews and Approvals:** This report has been reviewed and approved by:

Tom Fisher, Town Manager  
Diane McBride, Assistant Town Manager

**Attachments:**

Attachment 1 – Petition for Creation of a Housing Authority in the Town of Frisco  
Attachment 2 – Resolution 23-22  
Attachment 3 – Proof of Publication  
Attachment 4 – Certificate by Commissioners of the Frisco Community Housing Development Authority