



Date: 10/23/2023

To: Mayor Kudron and the Board of Trustees  
From: Kimberly White, Community Development Department

Re: Consideration of Ordinance 11-2023, Amending the Grand Lake Municipal Local Employee Residence Program Manual

**Purpose:**

To Allow Local Employee Residency Program (LERP) designated units to be purchased by employers in a ten (10) mile radius of the Town of Grand Lake to rent to qualified local employees.

**Background:**

In July of 2008, the Board established the Local Employee Residence Program (“LERP”) by passing Resolution 5-2008 and setting forth the Local Employee Residency Requirements and Guidelines (the “LERP Manual”) Exhibit A or follow this link:

[.https://teammunicode.com/webcontent/17004/lerp\\_manual.pdf](https://teammunicode.com/webcontent/17004/lerp_manual.pdf)

The current LERP conditions do not allow employers to purchase housing for staff, this change would allow this condition under the following conditions.

On October 9<sup>th</sup>, 2023, the Board of Trustees approved Ordinance 10-2023 to allow employers within the limits of the Town of Grand Lake to purchase LERP units with the requirement that they be rented to qualified employees as defined in the LERP Manual. At the October 9<sup>th</sup>, 2023 Board of Trustees meeting, the Board requested that the qualifications for purchasing the units by Employers be expanded to include an additional Tier to include Employers located within a ten (10) mile radius of the Town of Grand Lake.

**Proposed LERP additions:**

LERP section 5, reads as follows with the proposed addition in *italics* dealing with the applicant priority of the units:

5 b. Application and Certification: A person seeking to purchase a Local Employee Residence must apply to the Town of Grand Lake Program Administrator to receive a certification that they are eligible to purchase a unit. Since eligibility is based primarily on an applicant’s location of employment, reasonable proof of employment will be required. An applicant will not be required to meet any maximum income requirements.

1. Upon determination of place of employment, the applicant will receive a letter stating; (1) that they are eligible to purchase a Local Employee



Residence; and (2) a Tier priority number. The purpose of this is to assure the developer/realtor that the applicant is qualified for the program and what the priority number is. This letter will also serve as notification to the buyer that they are eligible to participate in a lottery that may be held for any of the Local Employee Residences to be sold under this program, if such lottery is deemed necessary. It is the responsibility of the applicant to enter into a contract to purchase a Local Employee Residence.

2. A waiting list for Local Employee Residences will be maintained. The Program Administrator or the Town of Grand Lake will maintain a list of qualified applicants which contains the priority number they were assigned. The waiting list will be based on a first come-first served basis only.

3. Priority numbering is established as follows:

A. Tier I Qualifiers will be those persons who own or are full-time employees of, have retired from employment with, or a person with a bona fide offer of employment from a business within the Town of Grand Lake municipal limits.

B. Tier II Qualifiers will be those persons who own or are full-time employees of, have retired from employment with, or a person with a bona fide offer of employment from a business within 10 (ten) miles of the Town of Grand Lake municipal limits.

C. Tier III Qualifiers will be all other full-time employees, have retired from employment with, or a person with a bona fide offer of employment from a business within Grand County, but more than ten (10) miles from the Town of Grand Lake.

Ord 10-2023: D. Tier IV Qualifier will be any bona fide Grand Lake business that, due to the nature of the business, requires additional housing for qualified employees of the Grand Lake business, as the term qualified employee is used in Section 5(a)(3). Such LERP unit may only be utilized as a rental by the Grand Lake business to a qualified employee at a rate reasonable rate to a qualified employee whose main source of income is a Grand Lake business. The LERP unit may only be rented to a qualified employee who meets all the requirements of the LERP Manual as if that employee was applying as an individual.

***E. Tier V qualifier will be any bona fide business located within ten (10) miles of the Town of Grand Lake municipal limits (the "Grand Lake Area Business") that, due to the nature of the business, requires additional housing for qualified employees of a Grand Lake Area Business, as the term qualified employee is used in Section 5(a)(3). Such LERP unit may only be utilized as a rental by a Grand Lake Area Business or Grand Lake Business to a qualified employee at a rate reasonable rate to a qualified person whose main source of income is a Grand Lake Area Business or a Grand Lake Business or who otherwise conforms***



***to the LERP requirements. The LERP unit may only be rented to a qualified person who meets all the requirements of the LERP Manual as if that person was applying as an individual.***

**Recommended Motions:**

The Board has the following options:

1. Board motions to instruct The Town Manager to sign Ordinance 11-2023  
Or
2. Board motions to instruct The Town Manager to sign Ordinance 11-2023 with the following conditions \_\_\_\_\_  
Or
3. Motion to Deny