



Memorandum

To: Town Council
From: Thomas Dansie, Director of Community Development
Date: September 5, 2025
Re: Letter of Site Control for Parcel S-100-C

In 2023 the Town selected Mountain Country Home Solutions (MCHS) to assist in developing workforce housing on five vacant lots and two existing homes in the Red Hawk subdivision, as well as a property located at the end of Trapper Circle (parcel S-100-C).

Since that time MCHS has set up a Community Land Trust to manage the two homes and five vacant lots in Red Hawk, and has assisted qualified families to purchase the two existing homes. MCHS is now in the process of preliminary development work on the five vacant lots (geotechnical and geohazard testing and analysis).

MCHS has not begun work on developing the Trapper Circle property. Sharlene Wilde, MCHS Executive Director, has indicated all her current efforts are focused on the Red Hawk lots.

On September 4, the DCD and Mayor met with representatives from Switchpoint Community Resource Center regarding their ability to develop the Trapper Circle property. One of Switchpoint's core missions is to develop and manage workforce housing. They are currently constructing a 180 unit workforce housing development in St. George and have completed a number of other projects. Switchpoint has indicated they are able to move quickly to develop the Trapper Circle property and would be excited to partner with the Town on this project.

Staff and the Mayor have contacted Sharelene Wilde at MCHS to discuss the Trapper Circle property. She is happy to let Switchpoint take the lead on developing this property. That will allow her to direct more of her efforts to the Red Hawk lots. She has worked with Switchpoint in the past and vouches for their capacity and competence.

Switchpoint would like to apply for funding for the project this Fall. The funding sources they are targeting have application deadlines of October 1. Based on ongoing funding cuts it is uncertain if these funding sources will become available again. Thus it is important to apply now while the funding is available.

In order to apply for funding Switchpoint will need a Letter of Site Control demonstrating they have authorization to apply for funding. As this situation is rapidly developing, staff has not had time to draft a Letter of Site Control for review at this meeting. Further, there are other procedural steps the Town would need to follow to partner with Switchpoint on this project (e.g. enter into an agreement with

Switchpoint that outlines roles and responsibilities, follow the necessary procedures to transfer property outlined in the Town's procurement policy, etc.).

Requested Council Action

If the Council is supportive of partnering with Switchpoint to develop the Trapper Circle property, staff requests direction to draft the necessary documents and follow the required procedures. Because the funding applications are due prior to the next Council meeting, staff further requests the Council set a special meeting to approve the documents to allow Switchpoint to submit funding applications on time.