

MINUTES

MEETING OF THE BOARD OF DIRECTORS OF THE TRUCKEE TAHOE WORKFORCE HOUSING AGENCY

June 17, 2020, 8:30am

1. CALL TO ORDER: 8:30am
Directors Present: Harry Weis, Tahoe Forest Health System
Dr. Robert Leri, Tahoe Truckee Unified School District
Kevin Smith, Truckee Tahoe Airport District
Steven Poncelet, Truckee Donner Public Utility District

Also Present: Emily Vitas, Executive Director
Ted Owens, Tahoe Forest Hospital District
Rem Scherzinger, Incoming Truckee Donner PUD General Manager
2. PUBLIC COMMENT
No public comment was made.
3. CONSENT ITEMS
 - a. Approve Minutes of the May 20, 2020 Meeting
Motion to approve made by Director Leri. Seconded by Director Smith.
Ayes: Smith, Leri, Weis, Poncelet
Noes: None
4. REPORTS AND PRESENTATIONS
 - a. Deed Restriction Presentation by Emily Setzer of Placer County
Emily presented an update on the soon to be implemented Placer County deed restriction program. Board discussion ensued.
This presentation was for informational purposes only, no motion required.
No public comment.
 - b. Employee Housing Needs Assessment Update by Wendy Sullivan of WSW Consulting
Wendy Sullivan provide an update to the Board on the Employee Housing Needs Assessment. The board requested that Wendy provide presentations to the member agencies' board of directors once the assessment is complete.
Board discussion ensued.
This presentation was for informational purposes only, no motion required.
No public comment.
 - c. Executive Director Report
 - i. TTWHA Housing Programs
 1. Master Leasing: Emily Vitas provided an update on a master leasing program outline that the agency can utilize when they are ready to pursue this activity. Director Weis asked that rate sheets outlining what TTWHA can rent homes for, and what employees can afford, be created as part of the process.

- ii. Agency Operations
 - 1. Accounting: Emily shared that financials will be included in the board packet starting in July.
 - 2. Annual Work Plan: Emily provided an overview of the current activities of the annual work plan.
- iii. Community Engagement
 - 1. Project Tracking and Developer Relations: Emily provided an update on regional development and conversations with developers.
- iv. Regional Housing Update
 - 1. Mountain Housing Council of Tahoe Truckee: Emily provided an update on the upcoming second initiative of the Mountain Housing Council.
 - 2. Town of Truckee: Emily provided an update on housing activities that the Town of Truckee is currently focused on.

No public comment.

5. ITEMS FOR BOARD DISCUSSION

a. Review Agency Logo Design Options

Board discussion ensued. Director Smith notified Emily that, in an effort to streamline the process, she can share the next round of edits electronically and that they did not need to wait until the next board meeting to review revisions.

No public comment

6. ITEMS FOR BOARD ACTION

a. Review and Approval of Resolution to Revise the Annual Audit Requirement

Director Weis informed the board that because agency activities started so late in the 2019-20 Fiscal Year, a resolution had been drafted to allow for a 15-month audit once the 2020-21 Fiscal Year is completed. Upon completion of the first audit, the agency will return to the agreed-upon annual audits. Director Poncelet requested that a Fiscal Year 2019-20 accounting summary be provided to the board at the July meeting.

Motion to approve made by Director Poncelet. Seconded by Director Leri.

Ayes: Smith, Leri, Weis, Poncelet

Noes: None

b. Review and Approval of Amended Budget

Director Weis informed the board that the previously approved budget accounted for the 12-month 2020-21 Fiscal Year. The amended budget incorporates the three months of the 2019-20 Fiscal Year, since the agency began operations.

Motion to approve made by Director Smith. Seconded by Director Poncelet.

Ayes: Smith, Leri, Weis, Poncelet

Noes: None

No public comment

c. Review and Possible Approval of Insurance Policy Quote and Resolution to Approve the Form of and Authorization of the Execution of a Sixth Amended Joint Powers Agreement and Authorization of Participation in The Special District Risk Management Authority's Property/Liability Program

Board discussion ensued.

Motion to approve made by Director Leri. Seconded by Director Smith.

Ayes: Smith, Leri, Weis, Poncelet

Noes: None

No public comment.

d. Review and Possible Approval of Housing Match Program Proposal

Board discussion ensued.

A motion to approve was made by Director Smith. Seconded by Director Leri.

Ayes: Smith, Leri, Weis, Poncelet

Noes: None

No public comment

7. DIRECTOR COMMENTS

Director Leri reminded the board that he will be retiring soon and his alternate, Todd Rivera, will sit in his place until a new Superintendent for the School District has been selected.

8. ADJOURN

Motion to adjourn was made by Director Smith. Approved by Director Leri.

The board adjourned at 10:13am.



Harry Weis, Board Chair

Dr. Robert Leri, Board Secretary