

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

January 20, 2021, 8:30am

1. CALL TO ORDER: 8:33am
Directors Present: Harry Weis, Tahoe Forest Hospital District
Carmen Ghysels, 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
2. PUBLIC COMMENT
No public comment
3. CONSENT ITEMS
 - a. Minutes of the December 16, 2020 Board Meeting
Motion to approve made by Director Poncelet. Seconded by Director Smith.
Ayes: Smith, Ghysels, Weis, Poncelet
Noes: None
4. REPORTS AND PRESENTATIONS
 - a. Executive Director Report
Ms Vitas provided an update on agency housing programs, regional housing programs and partner updates, and local development projects.
 - b. 'Mancuso' Property Acquisition – TFHD
Director Weis gave an update on the 5.5 acre parcel the Hospital District recently acquired. The property is zoned for multi-family housing and will be a part of the hospitals master planning discussions.
5. ITEMS FOR BOARD ACTION
 - a. Approval of 2021 Board of Director Positions
Motion to approve made by Director Poncelet. Seconded by Director Smith.
Ayes: Smith, Ghysels, Weis, Poncelet
Noes: None
 - b. Review and Possible Approval of Scope and Fee Estimate for the Member Agency Expansion Assessment
Board discussion ensued.
A motion to approve the estimate, with a not to exceed limit of \$16,000 to Municipal Resource Group, and not to exceed limit of 15 hours of attorney time, was made by Director Smith. Seconded by Director Ghysels.
Ayes: Smith, Ghysels, Weis, Poncelet
Noes: None

- c. Approval of Letter of Response to Nevada County, Placer County, and Town of Truckee Regarding Member Agency Expansion
Board discussion ensued. A request was made to meet with the requesting agencies to ensure all parties are under the same understanding for the activities we are engaging in, and the purpose of the membership expansion.
Motion to approve and distribute the letter was made by Director Poncelet. Seconded by Director Smith.
Ayes: Smith, Ghysels, Weis, Poncelet
Noes: None

- d. Adoption of Resolution 2021-01: Conflict of Interest Code
Motion to approve made by Director Ghysels. Seconded by Director Poncelet.
Ayes: Smith, Ghysels, Weis, Poncelet
Noes: None

- e. Review and Approval of Updated Agency Work Plan and Draft Housing Work Plan
Board discussion ensued. The board requested a report from Ms. Vitas that outlines the ad-hoc committees their staff may be asked to participate in, along with a timeline for each committee.
Motion to approve made by Director Smith. Seconded by Director Ghysels.

- f. Authorization to Develop and Distribute a Request for Proposals for Mapping of Agency-owned Land
Board discussion ensued. Because a land mapping exercise was already executed by the Mountain Housing Council of Tahoe Truckee in 2018, the board supported the work being an update to the original exercise. Ms. Vitas will work with the original consultant to execute the land mapping update, specific to TTWHA member agency land. The board agreed to review and approval of the scope and fee electronically once received by the consultant.
Motion to approve made by Director Smith. Seconded by Director Poncelet.

6. DIRECTOR COMMENTS

Each Director provided a brief update on activities specific to their agencies.

7. ADJOURN: 9:58

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

Ayes: Smith, Ghysels, Weis, Poncelet

Noes: None



Harry Weis, Board Chair



Carmen Ghysels, Board Secretary