

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

**June 16, 2021, 8:30am**

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1. CALL TO ORDER: 8:32

Directors Present: Harry Weis, Tahoe Forest Hospital District  
Kevin Smith, Truckee Tahoe Airport District  
Michael Salmon, Truckee Donner Public Utility District, *Secondary Rep*

Absent:

Carmen Ghysels, Tahoe Truckee Unified School District  
Steven Poncelet, Truckee Donner Public Utility District

2. APPROVAL OF AGENDA

No changes made to the agenda.

3. PUBLIC COMMENT

No public comment.

4. CONSENT ITEMS

- a. Minutes of the May 19, 2021 Board Meeting
- b. April 2021 Financials

No public comment.

Motion to approve made by Director Smith. Seconded by Director Salmon.  
Ayes: Director Weis, Director Smith, Director Salmon  
Noes: None

5. REPORTS AND PRESENTATIONS

- a. Executive Director Report

Ms. Vitas provided an update on the agency's housing match program, land mapping exercise, temporary housing efforts, community meetings and connections, regional housing partner updates, and conversations with local builders and developers. The board discussed temporary housing concerns and opportunities.

6. ITEMS FOR BOARD DISCUSSION

- a. Discuss Opportunity to Partner with the Forest Service on Workforce Housing  
The board reviewed and discussed a workforce housing and partnership opportunity with the United States Forest Service.
- b. Discuss Proposed Master Leasing Program  
Ms. Vitas updated the board on the draft master leasing program. The board discussed the opportunities the program presents, including: securing single-family homes and blocks of units in complexes, considering an incentive for homeowners through the program, and employer contributions to offset housing expenses for employees. Ms. Vitas confirmed that board contributions will be integrated in to the program draft, with a proposed program start date of September 1.

7. ITEMS FOR BOARD ACTION

- a. Consider Approval of Certified Professional Accountant for Annual Audit Board discussion ensued.

Motion to approve made by Director Smith. Seconded by Director Salmon.  
Ayes: Director Weis, Director Smith, Director Salmon  
Noes: None

- b. Consider Acceptance of a Resolution from the Town of Truckee Requesting Membership in the Workforce Housing Agency, and Approve a New Member Start Date for Requesting Agencies

Motion to approve the resolution, with a new member start date of September 1, 2020 made by Director Salmon. Seconded by Director Smith.  
Ayes: Director Weis, Director Smith, Director Salmon  
Noes: None

- c. Consider Approval of Amended Agency Agreement and Bylaws

Motion to approve made by Director Smith. Seconded by Director Salmon.  
Ayes: Director Weis, Director Smith, Director Salmon  
Noes: None

8. DIRECTOR COMMENTS

Director Smith shared that the airport has available office space for Ms. Vitas and the Housing Agency to consider renting, if needed.

Director Salmon introduced and welcomed Truckee Donner Public Utility District General Manager Brian Wright to the meeting, and shared that Brian will be moving in to the Board role for the Housing Agency, as the newly selected General Manager.

9. ADJOURN: 10:06

Motion to adjourn made by Director Smith. Seconded by Director Salmon.  
Ayes: Director Weis, Director Smith, Director Salmon  
Noes: None



Harry Weis, Board Chair



Carmen Ghysels, Board Secretary