

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

January 19, 2022, 8:30am

1. CALL TO ORDER / ROLL CALL: 8:32

Directors Present: Chair Harry Weis, Tahoe Forest Hospital District
Vice Chair Kevin Smith, Truckee Tahoe Airport District
Director Jen Callaway, Town of Truckee
Director Steven Poncelet, Truckee Donner Public Utility District
Director Shawna Purvines, Placer County (Alternate Representative)
Director Brian Wright, Truckee Donner Public Utility District

Absent: Director Carmen Ghysels, Tahoe Truckee Unified School District
Director Alison Lehman, Nevada County

Staff Present: Emily Vitas, Executive Director

2. APPROVAL OF AGENDA

No additions or deletions made to the agenda.

3. PUBLIC COMMENT

No public comment.

4. CONSENT ITEMS

a. Remote Meeting Agreement: A finding by the Board, after considering the circumstances of the state of emergency, that a State of Emergency continues to impact the ability of members to meet safely in person and/or State or local officials continue to impose or recommend measures to promote social distancing. Accordingly, this meeting will be held under the exemptions provided in Government Code section 54953 (e).

b. Draft Minutes of the November 17, 2021 Board Meeting

c. October 2021 Financial Statements

d. November 2021 Financial Statements

e. 2021-22 Member Fee Adjustments

Motion to approve consent items made by Director Smith. Seconded by Director Purvines.

Ayes: Director Callaway, Director Poncelet, Director Purvines, Director Smith, Director Weis.

Noes: None

5. REPORTS AND PRESENTATIONS

a. Presentation: Mountain Housing Council Regional Housing Implementation Plan
Stacy Caldwell, CEO of the Tahoe Truckee Community Foundation, and Tara Zuardo, Project Director for the Mountain Housing Council presented on the Council's recently completed Regional Housing Implementation Plan.

b. Executive Director Report

i. Agency Operations

Ms. Vitas presented a 2021 Year in Review document for board review and distribution to their agencies and introduced TTWHA's new Housing Program Manager, Jackelin McCoy.

ii. TTWHA Housing Programs and Project Updates

Ms. Vitas provided updates on the agency's long-term rental pilot program, and the proposed down payment assistance program.

Ms. Vitas updated the board on the master leasing opportunity at the soon-to-be constructed Soaring Ranch housing development.

Ms. Vitas provided updates on three development opportunities the agency is pursuing / supporting:

- The United States Forest Service parcel in Truckee
- A land analysis opportunity of TTUSD-owned parcels for potential workforce housing development
- A potential 4-unit development on airport-owned land

6. ITEMS FOR BOARD DISCUSSION

a. Truckee Mousehole Project Employee Housing Opportunity

Ms. Vitas presented a master leasing opportunity for a proposed 15-unit development in Truckee. The board requested that all housing opportunities be presented in a way that they are able to understand everything that is available for consideration. Staff will work to develop a 'map' of all opportunities for discussion at the March 16 board retreat.

b. TTWHA Down Payment Assistance Program

This item was tabled by the board, with a request to staff to engage with member agencies directly and bring the item back for discussion at the February board meeting.

7. ITEMS FOR BOARD APPROVAL

a. Approve Annual Board Retreat Agenda and Facilitator

Motion to approve the board retreat agenda and facilitation by Seana Doherty of Agnew Beck made by Director Smith. Seconded by Director Purvines.

Ayes: Director Callaway, Director Purvines, Director Smith, Director Weis, Director Wright.

Noes: None

b. Election of 2022 Board Officers

The Board elected the following representatives to serve as 2022 Board Officers:

Board Chair: Director Weis

Motion to elect Director Weis as the Board Chair for 2022 made by Director Wright.

Seconded by Director Callaway.

Ayes: Director Callaway, Director Purvines, Director Smith, Director Weis, Director Wright.

Noes: None

Board Vice Chair: Director Smith

Motion to elect Director Smith as the Board Vice Chair for 2022 made by Director Purvines. Seconded by Director Callaway.

Ayes: Director Callaway, Director Purvines, Director Smith, Director Weis, Director Wright.

Noes: None

Board Treasurer: Director Poncelet

Board Secretary: Emily Vitas

Motion to elect Director Poncelet as the Board Treasurer and Staff Member Emily Vitas as the Board Secretary for 2022 made by Director Callaway. Seconded by Director Smith.

Ayes: Director Callaway, Director Purvines, Director Smith, Director Weis, Director Wright.

Noes: None

8. DIRECTOR COMMENTS

Ms. Vitas reminded the board that annual employee counts will be requested in the first week of February for budgeting purposes.

9. ADJOURN: 10:00

Motion to adjourn made by Director Callaway. Seconded by Director Purvines.

Harry Weis, Chair of the Board

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Harry Weis

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Emily Vitas, Board Secretary

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Emily Vitas

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