

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

June 15, 2022, 8:30am

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

Directors Present: Chair Harry Weis, Tahoe Forest Hospital District
Director Jen Callaway, Town of Truckee
Director Steven Poncelet, Truckee Donner Public Utility District
Director Shawna Purvines, Placer County
Director Lauren Tapia, Truckee Tahoe Airport District
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

Others Present: Robb Etnyre, Interim General Manager, Truckee Tahoe Airport District
Ted Owens, Advisor, Tahoe Forest Hospital District

2. APPROVAL OF AGENDA

No changes requested.

3. PUBLIC COMMENT

No public comment.

4. CONSENT ITEMS

- a. Remote Meeting Agreement
- b. Draft Minutes of the May 18, 2022 Board Meeting
- c. Draft Minutes of the June 1, 2022 Special Meeting
- d. April 2022 Financial Statements

No public comment.

A motion to approve consent items was made by Director Wright and seconded by Director Tapia.

Ayes: Director Callaway, Director Poncelet, Director Purvines, Director Tapia, Director Wright, Director Weis.

Noes: None

5. REPORTS AND PRESENTATIONS

- a. Report-out: Regional Housing Partner Update
 - i. Placer County

Director Purvines provided updates on Placer County housing activities, including:

- The adoption of housing code amendments supporting small lot development, tiny home allowances, and employee housing requirements
- The Workforce Housing Preservation Program celebrated its first loan, with a second in progress

ii. Town of Truckee

Director Callaway provided updates on Town housing activities, including:

- The amendment to the Lease to Locals program to allow for five – 11 month leases in addition to current one-year leases.
- The approval of a program administrator for the Below Market Rate program, including a \$1.25M budget allowance for 2022-23.
- Efforts towards preparing/entitling Town-owned land to be able to then hand it off to a developer for workforce housing.
- The hiring of Lynn Baumgartner as the new housing program manager for the Town.
- Hired Lynn Baumgartner
- Concepts being discussed for the Joerger Ranch property located off Brockway, where the winery used to operate

iii. Mountain Housing Council

Emily provided updates on the Mountain Housing Council’s recent activities, including providing technical assistance to developers, convening regional partners to discuss community and business-facing housing programs, convening regional partners to provide a wrap-around services discussion for local affordable housing complexes, and the securing of \$150,000 in seed funding to pilot the Housing Hub concept to provide developer support services for workforce housing developments.

b. Executive Director Report

i. TTWHA Strategic Framework Process

Emily updated the board on the upcoming Phase II of the strategic planning process, which will begin on July 1, 2022.

ii. Agency Operations

Emily updated the board on annual budgeting and accounting processes and the upcoming annual audit.

iii. TTWHA Housing Program and Project Updates

1. Landed Down Payment Assistance Program

Emily updated the board on the research conducted through Best, Best, and Krieger (BBK) on the Landed program terms, and alerted them to the program’s launch in July.

2. Employee Survey

Emily alerted the board to the employee survey that will be distributed to member agencies in July.

3. Long-term Rental Program

Emily updated the board on the Long-term Rental Pilot Program, which will sunset on June 30, 2022.

6. ITEMS FOR BOARD ACTION

a. Selection of Vice Chair

Director Leopold’s departure from Placer County left a vacancy for the Vice Chair position. Board members deliberated.

A motion to approve Brian Wright as Vice Chair for the 2022 calendar year as made by Director Tapia and seconded by Director Callaway.

Ayes: Director Callaway, Director Poncelet, Director Purvines, Director Tapia, Director Wright, Director Weis.

Noes: None

7. DIRECTOR COMMENTS

None were made.

8. ADJOURN: 9:15

A motion to adjourn was made by Director Wright.

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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