

**MAMMOTH LAKES HOUSING, INC.
Board of Directors Meeting**

**Monday, January 5, 2015
6:00 p.m.**

**Mammoth Lakes Housing Conference Room
587 Old Mammoth Rd.**

Agenda

NOTE: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Mammoth Lakes Housing, Inc. at (760) 934-4740. Notification 48 hours prior to the meeting will enable Mammoth Lakes Housing, Inc to make arrangements to ensure accessibility to this meeting. (28 CFR 13.102-35.104 ADA Title II)

I. Call to Order

II. Roll Call

Members: Bill Taylor, Kirk Stapp, Larry Johnston, Colin Fernie, Lindsay Barksdale, and Tom Mazaitis

III. Public Comments

This is the established time for any member of the public wishing to address the Mammoth Lakes Housing, Inc. Board of Directors on any matter that does not otherwise appear on the agenda. Members of the public desiring to speak on a matter appearing on the agenda should ask the Chairman for the opportunity to be heard when the item comes up for consideration.

IV. Approval of Minutes from the December 1, 2014 regular BOD Meeting

V. Discussion on the proposed changes to transient rental Use Permit requirements in the Town's RMF-2 Zone

VI. Receive a copy of MLH 2014 Annual Report to the Mammoth Lakes Town Council

VII. Board Member Reports

VIII. MLH Monthly Status Report

CLOSED SESSION

IX. Pursuant to Government Code Section 54957, the Board will hold a closed session to discuss a performance evaluation, title: Executive Director

Announcement of action taken during closed session.

X. Adjourn

MAMMOTH LAKES HOUSING, INC.
Board of Directors Meeting

Monday, December 1, 2014
6:00 p.m.

Mammoth Lakes Housing Conference Room
587 Old Mammoth Rd.

Minutes

I. Call to Order

II. Roll Call

Members present: Bill Taylor, Kirk Stapp, Larry Johnston, Colin Fernie, Lindsay Barksdale, and Tom Mazaitis

Members absent: None

Staff: Jennifer Halferty and Patricia Robertson

Public: Katie Vane, Jen Daugherty, and Rob Mitchell

III. Public Comments

There were no comments from the public.

IV. Approval of Minutes from the October 6, 2014 regular BOD Meeting

Bill Taylor made a motion to approve the October 6, 2014 minutes. Colin Fernie seconded the motion. The motion passed 5-0. Lindsay Barksdale abstained.

V. Review and discussion on the application to the Town of Mammoth Lakes for Shady Rest Zoning Code & District Zoning Amendment

Jennifer Halferty presented background information on the Zoning Code and District Zoning Amendment application for the Shady Rest parcel including next steps. Kirk Stapp asked Jen Daugherty, Senior Planner for the Town, what the Town's criteria for accepting or rejecting an application like this is. Jen Daugherty explained that the Town does a review for completeness of the application and then it goes to a public workshop. At this stage, Town staff is looking for any additional information the MLH Board of Director's would like to see included in the application. Bill Taylor voiced concerns regarding the vague nature of the application and the history of the parcel including the original basis for the land exchange with the U.S. Forest Service. Larry Johnston questioned why the General Plan was so outdated all of sudden, after a recent update, that it needed to be changed. Bill Taylor stated that any loss in the number of workforce housing units on the Shady Rest parcel will impact the Town's ability to provide housing.

Rob Mitchell clarified that he did not want to do away with affordable housing, but wanted to include some market rate units as well. He voiced his desire to work together, to build something that the Town wants, like an outdoor amphitheater. Jennifer Halferty mentioned that the second most mentioned amenity that residents lacked according to the Housing Element Update Community Survey, was affordable childcare. Additionally, First Five just gave a presentation to the Town Council on the need for these services. Lindsay Barksdale agreed that a community definition of what a "public amenity" is needed to include non-recreational amenities as well. It was noted that the State does provide density bonuses for the provision of childcare services.

The Board agreed to ask the Town to forward the following questions on to the applicant:

1. Do the current Housing Element policies and programs get set aside for this proposal?
2. What income groups is the applicant proposing to serve? Can the applicant clearly define all income groups, types of housing, size of units, and proposed occupancy (rent vs. own) for all income groups?
3. What is the proposed percentage of rental and ownership deed restrictions? What other mechanisms to ensure affordability in perpetuity does the applicant propose to use?
4. How much land is the applicant proposing to donate to the Town for a public amenity? What is the net developable land after the public, amenity, wetland conservation, and infrastructure (roads, etc.)?
5. How is the applicant defining "public amenity"? How can the Town include other community voices on the prioritization of the provision of any amenities on this parcel, such as a childcare facility?
6. Can the applicant please provide information and data regarding the statement made that deed restrictions cause blight and disinvestment?
7. Is there an expectation of subsidy from the Town of Mammoth Lakes? Who will manage the rental units? Who will monitor deed restriction compliance? Etc.

MLH staff will coordinate with the Town staff on providing the Board's comments before the end of the week.

VI. Review and approval of the Draft Town of Mammoth Lakes Comprehensive Workforce Housing Strategy, 2014

Bill Taylor confirmed that all workforce housing should be affordable regardless of the income level. Colin Fernie mentioned that he sees a need for housing in the 120-150% AMI income group. Jennifer Halferty explained that the gap calculation from the Housing Element does not show an affordability gap at those levels. There needs to be more discussion regarding what this need is and what potential policy strategies might address it. He mentioned the Water District's homebuyer program as an example.

Larry Johnston profoundly opposed an Enhanced Infrastructure Finance District as a potential resource for affordable housing. He stated that the County currently has furloughs and is not interested in moving tax dollars. Bill Taylor suggesting added the General Fund as a potential resource.

During the discussion of the balance between rental and ownership units, Kirk Stapp confirmed that the Town and MLH should not suggest more of one than the other, but should watch the market and develop an opportunistic approach depending on the needs and what the market will bear.

Everyone agreed that the facts under the transient rental and affordable housing overlay sections were factual. Bill Taylor mentioned that an affordable housing overlay could potentially work in other locations and that it does not need to be limited to the Shady Rest parcel.

During the discussion on secondary units, Jen Daugherty clarified that the municipal code section had been updated to remove the age restriction. Currently, secondary units are permitted and deed restricted so that they cannot be independently sold and cannot be rented on a transient basis.

Kirk Stapp made a motion to adopt Resolution 14-06, approving the draft Town of Mammoth Lakes Comprehensive Housing Strategy, 2014, as modified. Bill Taylor seconded the motion. The motion passed 5-0 with Colin Fernie abstaining. Larry Johnston voted to approve the Resolution; however, he made it clear that he did not support using an Enhanced Infrastructure Finance District if it involved Mono County.

VII. Discussion on the proposed changes to transient rental Use Permit requirements in the Town's RMF-2 Zone

Bill Taylor provided an overview of the Planning and Economic Development Commission's (PEDC) discussion regarding the removal of the Use Permit requirement for transient use in RMF-2 zones. His major concern is in regards to the potential conversion and loss of long-term rental stock since there are quite a few apartment complexes in RMF-2 zones. He suggested some method of control to prevent the erosion of the long-term rental stock. Jen Daugherty will bring the Board's comments back to Town staff while they work on their report for the PEDC's hearing on January 14, 2015. This item will come back to the MLH Board on January 5, 2015 for any further discussion prior to the hearing.

VIII. Review of MLH First Quarter Financial Statements

Jennifer Halferty provided an overview of the First Quarter Financial Statements. She mentioned that MLH does not expect any contract income from Mono County. Additionally, she mentioned that the Board should expect to see a saving in health insurance costs.

IX. Board Member Reports

There were no Board member reports.

X. MLH Monthly Status Report

Jennifer Halferty has been working with the Bishop Paiute Tribe on ways in which the two organizations can collaborate. She also explained that the Town had just received a completeness letter regarding the BEGIN grant monitoring that occurred in July 2013. Lastly, Jennifer Halferty mentioned that Mono County is looking for a property management firm to handle their rental units in Benton; however, MLH does not currently have the capacity to take this project on.

XI. Adjourn

AGENDA BILL

Subject: Discussion of the removal of Use Permit for transient rentals in RMF-2 zoning districts

Presented by: Jennifer Halferty, Executive Director

BACKGROUND:

At the December 1, 2014, Board meeting the Board discussed the Town of Mammoth Lakes Planning and Economic Development Commission's (PEDC) analysis of the removal of the Use Permit requirement for transient rentals in the RMF-2 zoning district. It is anticipated that this will be the final review before the proposal to remove the Use Permit requirement is brought before the Planning & Economic Development Commission at their January meeting.

The Town Council requested the PEDC review this matter as part of their Council Priorities.

Please find attached Town staffs' draft PEDC report for your review and discussion.



Town of Mammoth Lakes

Planning & Economic Development

Commission Recommendation Report

Date:	January 14, 2015	File No.:	Zoning Code Amendment (ZCA) 14-002
Place:	Council Chambers, 2 nd Floor Minaret Village Shopping Center Mammoth Lakes, CA 93546	Project:	Removal of Use Permit for transient rentals in RMF-2 zoning district
Time:	After 2:00 p.m.	Location:	RMF-2 zoning districts throughout town
Agenda Item:	<i>TBD</i>	General Plan:	High-Density Residential 2 (HDR-2)
Appeal Status:	Not Applicable	Specific Plan:	Not Applicable
Applicant:	Town of Mammoth Lakes	Zoning:	Residential Multi-Family 2 (RMF-2)
Environmental Review:	Categorically exempt (CEQA Guidelines Section 15301)		

TITLE: Consider recommending to the Town Council approval of Zoning Code Amendment (ZCA) 14-002 to remove the Use Permit requirement for the transient rental of residential dwellings in the Residential Multi-Family 2 zoning district.

A. EXECUTIVE SUMMARY

1. Subject / Requested Actions

The Commission is requested to evaluate the proposed Zoning Code Amendment (ZCA) 14-002, determine if the required findings can be made, and recommend Town Council take the following actions:

1. Adopt the required CEQA findings,
2. Adopt the required Municipal Code findings, and
3. Approve Zoning Code Amendment (ZCA) 14-002.

2. Required Findings to Support Requested Actions

1. Is the proposed amendment internally consistent with applicable provisions of the Zoning Code (Municipal Code Title 17)?
2. Is the proposed amendment consistent with the vision, goals and policies of the General Plan?
3. Would the proposed amendment not be detrimental to the public interest, health, safety, convenience, or welfare of the town?
4. Is the proposed amendment consistent with the California Environmental Quality Act (CEQA)?

3. Report Summary

The proposed Zoning Code Amendment removes the Use Permit requirement for the transient rentals in the Residential Multi-Family 2 (RMF-2) zoning district. The Zoning Code currently permits transient rentals (and other lodging uses) in the RMF-2 zoning district with the approval of a Use Permit.

The following areas of the Zoning Code are proposed to be amended as a part of this project:

Section 17.20.010 | Residential Zoning Districts Purpose

Table 17.20.020 | Allowed Uses and Permit Requirements for Residential Zoning Districts

Table 17.24.020 | Allowed Uses and Permit Requirements for Commercial Zoning Districts

Section 17.144.050 | Service Use Classifications

Section 17.148.020 | Definitions of Specialized Terms and Phrases

Based on the analysis provided in this report, it is staff's opinion that the required findings to support the requested approval can be made, and staff recommends that the Commission recommend to the Town Council approval of the Zoning Code Amendment.

B. ANALYSIS

1. Project History

Transient rental of single-family homes has been a recurring topic of discussion at both Town Council and Planning and Economic Development Commission meetings. On August 8, 2014, Town Council held a meeting to discuss priorities for 2014-2015 and requested that a discussion on whether to move forward with a program to study changes to existing regulations related to single-family transient rentals be brought before the Council.

At the Town Council meeting on October 1, 2014, staff presented background information on single-family transient rentals and framed specific questions for discussion. The focus was on the transient rental of single-family homes, appropriate zoning districts of those homes, impacts of those homes on surrounding areas, permitting processes, and enforcement actions and options. There was a lengthy discussion between staff, Councilmembers, and the public on the various options to proceed forward and what information might be required to make a decision. At the conclusion of the meeting, there were several specific actions taken, including the following action, which is the subject of this report:

- Council directed staff to move forward with a discussion at a Planning and Economic Development Commission meeting on whether transient rentals should be allowed in the RMF-2 zoning district without a Use Permit.

On November 12, 2014, the Planning and Economic Development Commission discussed the proposed amendment. Questions were raised regarding permitting requirements and the required process to approve a transient rental, which are addressed in this report. At the conclusion of the meeting, the

Commission directed staff to draft the amendment language necessary to remove the Use Permit requirement for transient rentals in the RMF-2 zoning district.

2. Background Information

Transient rentals (also known as short-term or vacation rentals) are structures intended or designed for occupancy by persons for purposes of sleeping, lodging, or similar reasons, for a period of 30 days or less in exchange for a fee or similar consideration. They are distinct from uses such as bed and breakfasts and hotels, but are also considered to be a form of lodging.

Transient rentals have been permitted by Use Permit in the Residential Multi-Family 2 (RMF-2) zoning district since the adoption of the Town's Zoning Code in 1989. The RMF-2 district is one of four residential zoning districts and is considered to be the highest intensity residential district. The majority of the areas zoned RMF-2 are located adjacent to commercial areas and major thoroughfares. The RMF-2 district is intended as an area for the development of primarily multiple-family and condominium developments. There are approximately 175 multi-family apartment units and 3,680 condominium units in the RMF-2 zoning district. However, there are also approximately 25 single-family homes throughout the district.

The RMF-2 zoning district is one of two zoning districts which require a Use Permit for transient rentals. Specific areas of the Resort zoning district (e.g. Development Area 2 in the Lodestar Master Plan) also require a Use Permit for rentals. Transient rentals are prohibited in the other residential zoning districts and are permitted by right in the commercial zoning districts. Generally, the purpose of a Use Permit is to allow for public review of and input on the location, design, and potential impacts of the proposed use, to evaluate compatibility with surrounding uses, and the suitability of the use to the site. Examples of other uses which require Use Permits in the residential zoning districts are churches and hotels. Specific conditions of approval may be applied to a Use Permit, including hours of operation, off-site improvements, parking, performance guarantees, periodic review of the permit, and property maintenance.

At this time, the majority of developed properties in the RMF-2 zoning district have been approved for transient rental. Approvals were granted by a Use Permit issued by the Town, or in many cases, by Mono County prior to the Town's incorporation.

3. Proposed Zoning Code Amendments

The proposed revisions to the Zoning Code that would be necessary to remove the Use Permit requirement for transient rentals in the RMF-2 zoning district are below. Deletions are shown with strikethroughs and additions are shown with underline.

Section 17.20.010 | Residential Zoning Districts Purpose

RMF-2 (Residential Multiple-Family) District. This zone is intended as an area for the development of primarily multiple-family developments. ~~Transient occupancy shall be permissible in this zone subject to the issuance of a use permit.~~ Transient Rentals and Bed and Breakfasts shall be permissible. Hotels and Motels shall be permissible subject to the issuance of a use permit. Only those uses are permitted that are complementary to, and can exist in harmony with, such residential developments.

Table 17.20.020 | Allowed Uses and Permit Requirements for Residential Zoning Districts

P: Permitted Use; U: Use Permit Required; A: Administrative Permit Required; - : Use Not Allowed; (#) Limitation Applies, See Footnote					
Land Use	RR	RSF	RMF-1	RMF-2	See Specific Use Regulations:
Service Use Classifications					
Lodging	See subclassifications below				
<i>Hotels and Motels</i>	-	-	-	U	See 17.52.120 (Fractional / Timeshare Developments)
<i>Bed and Breakfast</i>	U	-	P	P	See 17.52.080 (Bed and Breakfast Inns)
<i>Transient Rental</i>	-	-	-	<u>P</u>	

Table 17.24.020 | Allowed Uses and Permit Requirements for Commercial Zoning Districts

P: Permitted Use; U: Use Permit Required; A: Administrative Permit Required; - : Use Not Allowed; (#) Limitation Applies, See Footnote				
Land Use	D	OMR	MLR	See Specific Use Regulations:
Service Use Classifications				
Lodging	See subclassifications below			
<i>Hotels and Motels</i>	P	P	P	See 17.52.120 (Fractional / Timeshare Developments)
<i>Bed and Breakfast</i>	<u>P</u>	<u>P</u>	<u>P</u>	See 17.52.080 (Bed and Breakfast Inns)
<i>Transient Rental</i>	<u>P</u>	<u>P</u>	<u>P</u>	

Section 17.144.050 | Service Use Classifications

Lodging. An establishment providing overnight accommodations to transient patrons, for payment, for periods of less than 30 consecutive calendar days.

Bed and Breakfast. A residential structure that is in residential use with one or more bedrooms rented for overnight lodging and where meals may be provided.

Hotels and Motels. Establishments providing overnight lodging to transient patrons. These establishments may provide additional services, such as conference and meeting rooms, restaurants, bars, or recreation facilities available to guests or to the general public. This use classification includes motor lodges, motels, and tourist courts, but does not include rooming houses, boarding houses, private residential clubs, transient rentals, or bed and breakfast establishments within a single-unit residence, which are separately defined and regulated.

Transient Rental. A residential structure, which is occupied, or intended or designed for occupancy, by persons for purposes of sleeping, lodging, or similar reasons for a period of 30 consecutive days or less in exchange for a fee or similar consideration.

Section 17.148.020 | Definitions of Specialized Terms and Phrases

Transient Occupancy ~~or Rental~~. As defined per Section 3.12.020 of the Town of Mammoth Lakes Municipal Code, but shall generally mean the occupation of a structure, or portion of a structure, ~~which is occupied, or~~ intended or designed for occupancy by persons for purposes of sleeping, lodging, or similar reasons for a period of 30 consecutive days or less in exchange for a fee or similar consideration.

4. Issues for Consideration

Issues for consideration of the amendment are as follows:

a. Municipal Code Consistency

The proposed amendment has been analyzed for consistency with other applicable provisions of the Zoning Code, including Chapter 17.20, Residential Zoning Districts, Chapter 17.24, Commercial Zoning Districts, Chapter 17.52, Standards for Specific Land Uses and Activities, Chapter 17.136, Housing, Chapter 17.144, Use Classifications, and Chapter 17.148, Definitions. Because the proposed amendment removes the Use Permit requirement for a use already in effect in both residential and commercial zoning districts, it was determined that the proposed changes did not create any new conflicts with other applicable provisions of the Zoning Code. Staff will be addressing possible quality of life standards and applicable amendments as a part of a transient rental work program that is expected to be initiated in the spring of 2015.

b. General Plan Consistency

The project is consistent with the General Plan Vision Statement to place value in “Being a premier, year-round resort community based on diverse outdoor recreation, multi-day events and an ambiance that attracts visitors.” The transient rental of residential uses in appropriate areas would provide an additional accommodation opportunity for visitors without significant or adverse impacts to community character or quality of life.

c. Environmental Analysis

The project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Guidelines Section 15301, Existing Facilities. No CEQA analysis is required.

5. Agency and Public Comments

The Mammoth Lakes Housing (MLH) Board of Directors discussed the proposed amendments at their meeting on December 1, 2014. Concerns were noted related to the potential impacts of the amendment on the availability and quantity of rental housing in the RMF-2 zoning district. While it is possible that the removal of the Use Permit requirement may encourage additional property owners to convert their

rental housing to transient rentals, the Town has not received similar requests under the current regulations. In addition, it was discussed that Condominium Conversion regulations (Zoning Code Section 17.52.110) are specific to a change in the type of ownership, and unless the conversion to transient rental was accompanied by a conversion to condominium ownership, those regulations would not apply.

[Insert summary of MLH Board meeting on January 5, 2015].

[Insert MLFPD comments and response].

C. OPTIONS

Option 1. Recommend that the Town Council takes the following actions:

- Adopt the required CEQA findings;
- Adopt the required Municipal Code findings; and,
- Approve Zoning Code Amendment (ZCA) 14-002 as recommended by staff or with modifications.

Option 2. Recommend that the Town Council deny Zoning Code Amendment (ZCA) 14-002.

Option 1 would allow the amendment to proceed to a public hearing with the Town Council with a recommendation for approval.

Option 2 would also allow the amendment to proceed to a public hearing with the Town Council, however, the Commission recommendation would be to deny the amendment. The Commission would need to make findings for denial.

D. RECOMMENDATION

Staff recommends that the Planning and Economic Development Commission choose Option 1 and recommend that the Town Council takes the following actions:

1. Adopt the required CEQA findings;
2. Adopt the required Municipal Code findings; and,
3. Approve Zoning Code Amendment (ZCA) 14-002 as recommended by staff or with modifications.

Attachments

Attachment 1: Planning and Economic Development Commission Resolution

Attachment 2: Map of RMF-2 zoning districts

Attachment 3: Agenda report and minutes from the October 1, 2014 Town Council meeting

Attachment 4: Agenda report and minutes from the November 12, 2014 Planning and Economic Development Commission meeting

ANNUAL REPORT TO MAMMOTH LAKES' TOWN COUNCIL



MAMMOTH LAKES HOUSING, INC.

2014

Our Mission

***Mammoth Lakes Housing, Inc.
supports workforce housing for a
viable economy and a sustainable
community.***

Mammoth Lakes Housing, Inc. (MLH) is a California non-profit public benefit corporation. MLH was created by the Town of Mammoth Lakes to help provide workforce housing solutions to a growing demand for both rental and ownership opportunities priced within the budgets of the local workforce.

Today, the not for profit includes a two-person staff and a six-member Board of Directors, two of which are elected officials appointed by Mono County Board of Supervisors and Mammoth Lakes Town Council, respectively.

MLH Board Members

- . Kirk Stapp, President
- . Larry Johnston, Vice-President
- . Bill Taylor
- . Collin Fernie
- . Tom Mazaitis
- . Lindsay Barksdale



*“The ache for
home
lives in all of us...”*

Maya Angelou, writer and poet



Dear Friends: This past year at MLH has consisted of an active blend of planning for housing, housing policy analysis, administration of housing programs, and the pursuit of grant funding to secure additional resources for workforce housing. All fronts have been productive and resulted in quantifiable deliverables.

As in the past, we continue to leverage the Town’s commitment to workforce housing to grow the supply of homes available to those working and living in Mammoth Lakes. We do so recognizing that the place where we wake-up each morning is where we build our lives, dreams and memories, and where we raise families. It’s our safe place and where we start all that we do. Without a safe harbor to call home all that we do is at risk—our jobs, our health, and our children’s education. Additionally, we recognize what it means to be a premier resort community and economics teaches us that in order to have a thriving economy we must have readily available employees. This too is paramount in our dedication to multiplying Town dollars into additional funding for much needed workforce housing.

Over the course of eleven years, MLH has been able to take the Measure 2002A Funds we have received, totaling \$3,640,111, and leverage it into \$43,885,491. We are excited to continue on this trajectory! This past year, MLH received its first programmatic grant, independent of the Town. This new \$1 million award is dedicated to manufactured housing and includes funding for first-time homebuyer assistance and owner occupied rehabilitation. MLH also successfully applied for both HOME and CDBG funds, in collaboration with the Town. All together, these funds total \$2.7 million for workforce housing ownership programs and rehabilitation.

At the end of 2013, the MLH Board of Directors adopted an organizational Strategic Plan that has guided us through the past year. One of the Plan’s goals is to prevent the loss of deed restricted ownership units. We successfully worked with the Town to establish the Revolving Loan Fund (RLF) in a concerted effort to prevent the loss of deed restricted ownership units. We are happy to report that no deed restrictions have been lost since March of 2012. Another Strategic Plan priority is to fund and create a rehabilitation program, which the above mentioned grants address.

Together, roughly \$44 million dollars in investment to workforce housing in Mammoth Lakes represents meaningful change for both families and local businesses. But we know that in order to achieve our mission we must stay committed. We look forward to another productive year in partnership with the Town and the community of Mammoth Lakes.

- Jennifer Halferty
Executive Director

HIGHLIGHTS

Ownership Program

- ⇒ 3 deed restricted units preserved; 2 with Town RLF, 1 with MLH capital
- ⇒ 2 First-time homebuyer loans issued from the Town's reuse funds from prior grant awards — \$50,400 total



Rental Program

- ⇒ 15 rental units filled
- ⇒ 21 rental applications processed for the Town's waitlist
- ⇒ 14 Kitzbuhl rental applications reviewed for compliance with Town rental deed restriction



New Money

- ⇒ \$1 million CalHome Manufactured Housing grant application submitted and awarded
- ⇒ \$700,000 HOME First-Time Homebuyer grant application submitted and awarded
- ⇒ \$1 million CDBG Homebuyer Assistance and Rehabilitation grant application submitted and awarded



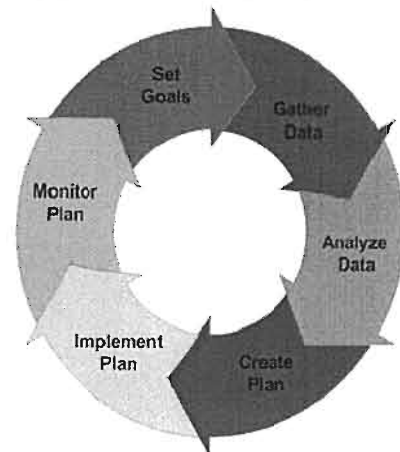
Community Resource

- ⇒ 225 calls and emails answered about rental and ownership opportunities
- ⇒ 6 tenant rights inquiries answered
- ⇒ 85 bilingual Town Clean-Up Day flyers delivered to tenants



Planning for Workforce Housing

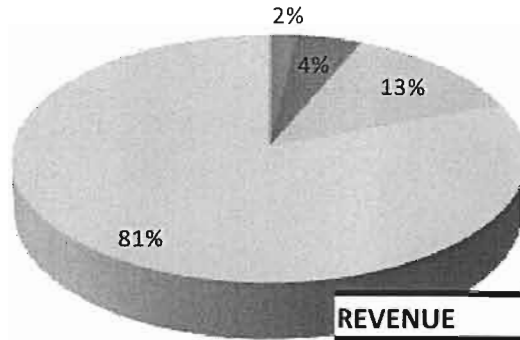
- ⇒ 109 English and 44 Spanish housing needs surveys collected for use in the Town's Housing Element Update, 2014-2019, and draft Comprehensive Housing Strategy
- ⇒ Reviewed 3 housing mitigation proposals on new and ongoing developments
- ⇒ Created the draft Town of Mammoth Lakes Comprehensive Workforce Housing Strategy
- ⇒ Collaborated and reviewed the Town Housing Element Update, 2014-2019



FINANCIALS

FY 13/14 Operating Revenue

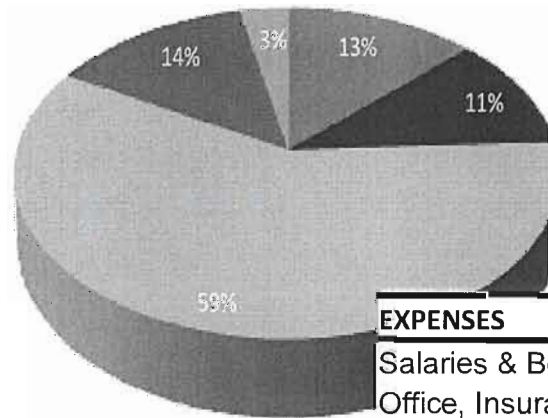
- County Contract Income
- Contract Income - Other
- Grants - Administration
- Town-Contract Services



REVENUE	AMOUNT
Town-Contract Services	\$329,190
Grants - Administration	\$52,903
Contract Income - Other	\$18,400
County Contract Income	\$7,699
TOTAL	\$408,192

FY 13/14 Operating Expenses

- Professional Services
- Deed Restriction Retention
- Salaries & Benefits
- Office, Insurances, and Supplies
- Other



EXPENSES	AMOUNT
Salaries & Benefits	\$222,020
Office, Insurances, and Supplies	\$51,130
Professional Services	\$49,278
Deed Restriction Retention	\$42,005
Other	\$12,577
TOTAL	\$377,010

OUTREACH

New Website



In 2014, MLH rolled out a new website after operating off our original website for 10 years. Our new site is loaded with valuable resources and a more user-friendly platform. New to the site are: a page dedicated to fair housing information, the ability to sign-up to receive meeting agendas, an enhanced rental bulletin board, and much more.

Total Visitors	5,766
New Visitors	1,865
Average Pages per Visit	3.74
Average Minutes per Visit	2:55
Total Page Views	29,566

Other Outreach and Marketing Efforts

- ⇒ MLH staff participated in two Mammoth Lakes Police—Community Hispanic Advisory Committee Town Hall Meetings this past year. Through this venue we were able to reach large groups of the local Hispanic population with information about our services, new programs, and recent funding.
- ⇒ MLH developed their first ever full-color informational rack card.
- ⇒ Informational workforce housing pamphlets are now available in Spanish.



MAMMOTH LAKES HOUSING, INC.

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PO Box 260

Mammoth Lakes, CA 93546

760.934.4740

www.mammothlakeshousing.org

January 2015 - Mammoth Lakes Housing Status Update

1) Community Resource

a) Wait-List Management

- 1) **30** low and very low income households currently on rental waiting list
- 2) Processed **two (2)** new rental application for Town’s Low-income units

b) Application distribution, provide program/project information

- 1) **Distributed five (5)** rental and purchase applications
- 2) Answered **thirteen (13)** rental inquiries via phone/email/walk-ins
- 3) Answered **four (4)** ownership inquiries via phone/email/walk-ins

c) Counseling Programs

- i. None scheduled at this time.

d) Mammoth Lakes Housing Website Data:

	Jan 2014	Feb 2014	Mar 2014	Apr 2014	May 2014	June 2014	July 2014	August 2014	Oct. 2014	Nov. 2014	Dec 2014
Total Visitors	297	269	452	472	368	517	486	251	886	837	937
Pages per Visit	3.37	3.21	3.24	3.23	3.93	3.89	4.3	3.75	4.98	3.81	3.31
Length of Visit	0:02:53	0:03:07	0:03:28	0:02:21	0:03:20	0:03:27	0:03:14	0:02:22	0:02:50	0:02:31	0:02:50
Total Page Views	1,239	1,220	2,349	2,104	2,175	2,900	2,906	1208	5,881	4,105	3,990

2) Housing Program Development, Management and Maintenance

a) **Two Kitzbuhl** rental applications were processed in accordance with the Town’s Deed Restriction on that property and under our service agreement with the Town.

b) Down Payment Assistance-

- i. BEGIN Funds available in Town of Mammoth Lakes. Up to 20% of purchase price available as deferred loan to low and moderate income households at Aspen Village, Meridian Court, and San Joaquin Villas.
- ii. HOME funds for the City of Bishop are now available and Town’s HOME funds are expected to be available for lending in the next couple of weeks.

- c) USDA RD 502 Loan Packaging – working with RCAC on a possible loan for the Meridian Court buyer.
- d) The CHODO application has been received by the State. Due to their workload they anticipate reviewing it after the holidays in January 2015.

3) Deed Restriction Management

- a) One of our Meridian Court units is in escrow and it is now anticipated to close by the end of January due to there being one owner of four units in the project and neither Fannie nor Freddie will lend when one owner has a 10% ownership interest in one development. The owner of the multiple units has made changes to title and we are now waiting on a revised appraisal to reflect the changes. Once that is complete the lending process is expected to move quickly.
- b) MLH purchased deed restricted unit H105 at Aspen Village. The unit is being marketed through the MLS, Facebook and other local methods. The unit is being shown and agents are calling on the unit.
- c) MLH is working with an owner of a deed restricted San Joaquin Villas unit. We have approved his rental of the unit and passed on our first option to purchase. The home is currently listed on the Mammoth MLS with the resale restriction below fair market value according to a recent appraisal we jointly procured.

4) Administration of Local Housing Trust Fund and Other Funding Opportunities

- a) The Strategic Growth Council received hundreds of comments on their draft guidelines for the Affordable Housing & Sustainable Communities (AHSC) Program as part of the State's Cap and Trade funding. As a result they have delayed the release of the revised draft guidelines until December 9, 2014. Some of the major anticipated changes include; the removal of a minimum unit requirement, minimum densities lowered to "default density standards," and public agencies with jurisdiction over the Project Area will not be required to be co-applicants
- b) MLH staff is working with Town staff and CDBG staff to finalize the MLH-Town Subrecipient Agreement for the 2014 grand award.
- c) A draft Alpine County Housing Element Update has been delivered to Alpine County for review.
- d) Staff is compiling the set-up documents for the \$1 million CalHome. The funds are for the purchase, replacement and or rehabilitation of manufactured housing in Inyo and Mono Counties.

5) Market Analysis

- a) MLH staff is tracking the real estate market for the potential sale of deed restricted units.
- b) Watching for BEGIN eligible units to promote those down payment assistance funds
 - i. One unit on the market at Aspen Village at Mammoth Creek – deed restricted.

- ii. One San Joaquin Villa units is on the market - deed restricted.
 - iii. One deed restricted Meridian Court unit is listed for sale and in escrow.
- c) **Median home sales figures for Mammoth Lakes:**

2012

- Single family: \$575,000
- Condominiums: \$244,000

2013

- Single family: \$575,000
- Condominiums: \$260,500

2014 Year-to-Date

- Single family: \$619,000
- Condominiums: \$295,000

6) Coordination with Town of Mammoth Lakes Staff

- a) Working with the new owners of the Bristlecone Apartments to coordinate and ensure the Town receives their HOME loan payment. The payment was received and will become part of the Town's HOME Program Income account and can be used for administration and HOME activities. The Town has informed us that they plan to stop funding the annual HOME monitoring of the rental units with Measure 2002A funds and will now fund the monitoring service with HOME Program Income instead. This further reduces the Town's financial and political commitment of Measure 2002A funds to housing and puts more of those funds into the Town's General Fund.
- b) Staff attended the joint meeting of the Planning and Economic Development Commission and the Town Council on November 19. Affordable housing was raised as a concern by Michael Raimando, specifically he feels there's a need to expedite the update the ordinance and focus on housing Mammoth's middle class residents. As a result the Town is moving forward with the procurement of AECOM to perform the work of revising the Town's inclusionary ordinance and their housing in-lieu fee.
- c) We are continuing to work with the Town's finance department on the reconciliation of the various grant revolving loan fund balances.
- d) MLH and Town staff met to review and discuss the most recent version of the Town of Mammoth Lakes Comprehensive Workforce Housing Strategy.
- e) MLH staff has been coordinating with Town staff on the questions and concerns raised at the MLH Board of Director's December meeting regarding the removal of Use Permit for transient rentals in RMF-2 zoning districts.