



MAMMOTH LAKES HOUSING BOARD

MINUTES OF REGULAR MEETING

AUGUST 5, 2019

CALL TO ORDER

President Kirk Stapp called the meeting to order at 5:33 p.m.

ROLL CALL

President Kirk Stapp, and Board Members Zoraya Cruz, Jiselle Kenny, Agnes Vianzon and Richard Plaisted were present. Vice President Stacy Corless, Board Members Tom Hodges, and Lindsay Barksdale were absent.

5:30 – 6:00 PM WORK SESSION - The Board will discuss potential future governance trainings and/or strategic topics to agendaize for future meetings and will share dinner with one another. No distinct action will be taken.

Board Member Tom Hodges arrived at 5:37 p.m.

President Kirk Stapp said that the Town's General Plan would be presented to the Town Council at the next Town Council Meeting, and discussed the topics that it would focus on.

Executive Director Patricia Robertson opened the floor to discuss strategic topics for future meetings and governance training opportunities.

Board Member Hodges reminded the Board about the affordable housing conference that he had attended in early April and mentioned that there would be another conference held in Chicago in November. Mr. Hodges said that the Chicago conference was the annual conference and would be much larger with many affordable housing developers and industry contacts in attendance and said that he thought it would be a good networking opportunity for Ms. Robertson.

Board Member Lindsay Barksdale arrived at 5:39 p.m.

Board Member Stacy Corless arrived at 5:41 p.m.

Board Member Corless suggested training regarding how financing for affordable housing projects works.

Ms. Robertson said she would help facilitate the Affordable Housing 101 presentation on Friday, August 23 from 12:00 - 1:00 p.m. during The Parcel Design Workshop and said that she would incorporate part of that presentation as an informational item on an MLH agenda in the future.

Mr. Hodges discussed The Parcel, AMI levels, financing and timelines. He discussed the need for funding for workforce housing and said that he felt it was key for the Town to have dedicated funding for housing.

Ms. Robertson mentioned that there were plenty of housing funds available from the State of California, however, she said that they were reserved for very specific situations, and she wasn't sure how MLH would be able to gain access to those funds.

Ms. Corless suggested adding the topic of how to raise revenue for housing through the Transient Occupancy Taxes (TOT) be added to a future agenda.

Board Member Lindsay Barksdale suggested fundraising as a topic for a future meeting.

There was discussion between members of the Board and Ms. Robertson.

PUBLIC COMMENTS

Chamber of Commerce Executive Director Ken Brengle introduced the Chamber's new Workforce Housing Coordinator, Curtis Shapiro.

Mr. Shapiro discussed a project that he was working on that matched roommates together online, as well as matching tenants with landlords in hopes to convert short-term rentals to long-term rentals. He said the Chamber would look for ways to incentivize homeowners to move to long-term rentals through property management subsidization and other avenues. He said he expected the website to be ready in October.

There was discussion between Mr. Shapiro and members of the Board.

4. Approval of the minutes from the July 1, 2019 regular Board meeting – action item

ACTION: It was moved by Vice President Stacy Corless, seconded by Board Member Jisselle Kenny, and carried by an 8 - 0 voice vote to approve the minutes from the July 1, 2019 regular Board meeting.

5. Approval of the minutes from the July 22, 2019 special Board meeting – action item

ACTION: It was moved by Board Member Lindsay Barksdale, seconded by President Kirk Stapp, and carried by an 8 - 0 voice vote to approve of the minutes from the July 22, 2019 special Board meeting.

6. Accept the resignation of John Wentworth and appoint Kirk Stapp to the Mammoth Lakes Housing, Inc. Board of Directors as the Town Council Representative for the Town of Mammoth Lakes – action item

Executive Director Patricia Robertson announced the Town Council reorganized and that Kirk Stapp had been appointed as Mammoth Lakes Housing's new Town Council Representative replacing Board Member John Wentworth. She expressed her appreciation for Mr. Wentworth's years of service on the Board. Ms. Robertson asked for a motion to appoint Kirk Stapp to the Mammoth Lakes Housing Board as the Town Council Representative.

ACTION: It was moved by Board Member Tom Hodges and seconded by Board Member Lindsay Barksdale and carried by an 8-0 voice vote to appoint Kirk Stapp to the Mammoth Lakes Housing, Inc. Board of Directors as the Town Council Representative for the Town of Mammoth Lakes.

Board Member Hodges asked if the Board had an extra position open now since President Stapp was already on the Board as an At-large Board Member.

Executive Director Patricia Robertson stated that Jennifer Kreitz would serve as the Mono County Board of Supervisors representative on MLH's Board effective the September Board Meeting and that Board Member Corless had said that she would like to stay on the Board to help steward them through some of the Board's strategic planning that she had been a part of, therefore, there would be two Mono County Board of Supervisors on the Board and one Town Council member if the Board was agreeable.

Board Member Corless clarified that her intention was to stay on for a few months or until the end of the year while the Board considered a new public member, but would also be agreeable with stepping down in September.

There was discussion between members of the Board and Ms. Corless.

7. The Board will receive a presentation from Kevin Daly Architects on the design process for 238 Sierra Manor Road to date, and provide input regarding design alternatives – action item

This item was taken out of order.

Executive Director Patricia Robertson outlined the information in the staff report and introduced Project Architect Luke Smith from Kevin Daly Architects.

Mr. Smith presented the information from the 238 Sierra Manor Road Community Workshop Findings report. He presented site plans for each of the buildings located on the property. He also spoke about some of the challenges they would need to deal with including one of the buildings being very close to the property line, which would not allow for windows, and a shear wall that may have to be moved. He discussed options to overcome these obstacles. Mr. Smith proposed three different design options.

There was discussion between Mr. Smith, members of the Board and staff.

SPEAKING FROM THE FLOOR:

Town Manager Dan Holler said that snow storage was important to consider, as well as trash and recycling access for the trucks. Mr. Holler said that with affordable housing you can go to zero parking, but based on past experience parking and snow storage on this site would be a concern. He said he liked a mixed unit option better, and that maintaining the 11 units was important.

There was discussion between Mr. Holler, Mr. Smith, members of the Board and Ms. Robertson.

8. The Board will receive a presentation from Jake Castro, MLH's Rural West Intern on his experience at the intensive, week-long affordable housing development training provided by the California Coalition for Rural Housing at UC Davis – information item

Executive Director Patricia Robertson introduced MLH's Rural West Intern Jake Castro and gave an update on what Mr. Castro had been doing for MLH and the training he had recently attended.

Mr. Castro discussed his reason for applying for the MLH Internship and gave a presentation on his experience at the affordable housing development training he had recently attended at UC Davis. He also gave a brief history about the California Coalition for Rural Housing. Mr. Castro described the learning plan that he was required to complete as part of his internship and stated his opinion on the importance of affordable housing.

There was discussion between Mr. Castro, members of the Board and Ms. Robertson.

9. The Board will receive a presentation from the Town of Mammoth Lakes Community & Economic Development Department regarding the Town's housing mitigation policy – information item

Associate Planner/Housing Coordinator Nolan Bobroff presented the Town of Mammoth Lakes' (TOML) staff report regarding TOML's Housing Mitigation Ordinance.

There was discussion between Mr. Bobroff, members of the Board and Executive Director Patricia Robertson.

SPEAKING FROM THE FLOOR:

Sandy Hogan talked about the Town trying to encourage developers in Mammoth by reducing requirements in the past. Ms. Hogan discussed the loss of inclusionary housing and said that she felt the Town kept cutting, with the expectation that they would get more grants. She said that she hoped the Town Council and Mono County would keep the rising prices in mind along with the housing mitigation fee. She said that she felt the livability standard in the mitigation report in her opinion was reasonable, and spoke about the affordable housing units that she owned in South Lake Tahoe. She said that she wanted the Board to encourage the Town Council to develop workforce housing.

10. The Parcel Update – information item

SPEAKING FROM THE FLOOR:

Former Board Member John Wentworth told the Board that it had been a pleasure to work with the Board over the past few years, and said that he was glad he had been a part of the transition and to see new faces on the Board. Mr. Wentworth said he was happy that he had taken part in the strategic plan update. He said the Town Council would be well represented by Board Member Kirk Stapp and thanked the members of the Board.

Executive Director Patricia Robertson presented Mr. Wentworth with a certificate of appreciation.

Executive Director Patricia Robertson outlined the information in the staff report. Ms. Robertson said that she had asked the Town to allow MLH to have a more formalized involvement in the Parcel process, such

as a joint meeting with the Planning Commission or a workshop with the consultants to allow MLH to be more formally solicited for feedback, rather than just receiving updates at the regular MLH Board Meetings. Ms. Robertson said that Lisa Wise Consulting had invited the MLH Board to participate in a conversation with them during the public design workshop on Wednesday, August 21st and asked the Board about their availability. She stated that this meeting would allow MLH Board Members to speak one on one with the consultant team about the design process for The Parcel.

Board Member Stacy Corless suggested that MLH Board Members take it upon themselves to reach consensus on comments to bring to The Parcel meetings as a Board, not as individuals attending the meetings.

Ms. Robertson asked the Board how they would like to be more involved in The Parcel in order to best utilize their comments and expertise.

There was discussion between Ms. Robertson and members of the Board.

SPEAKING FROM THE FLOOR:

Public Works Director Grady Dutton said the Town had offered to give Parcel updates and staff reports to MLH and said that he and Community & Economic Director Sandra Moberly would answer questions and offer suggestions.

Ms. Moberly gave an update on the Town's Parcel staff report. She said that they had launched a development objective survey and a Map Your Comments online feedback tool on Engage Mammoth Lakes. She announced the multi-day design workshop scheduled from August 20-23, and invited the Board Members and staff to attend. Ms. Moberly noted that The Parcel team was reaching out to engage with the Spanish speaking community and had meetings scheduled for them on August 11th and 17th. She also said that after the charrette, the team would be putting together three conceptual land use plans and said that she thought it would be good for the MLH Board to review them as a group and then provide their feedback in advance of the October meeting.

Mr. Dutton gave an update on the progress of The Parcel. He mentioned that he had heard comments stating that they were moving too fast from some people and too slow from other people. He said the process they were using was very deliberate. He encouraged the Board to have a separate meeting with the Parcel Team and consultants but not to do so until after the charrette so the public wouldn't think decisions had already been made without their input. Mr. Dutton said he had previously asked Ms. Robertson what resources MLH as a Board, as well as individual Board Members, bring to the table with regard to The Parcel, and asked the members of the Board to email him directly with that information so he would know about any valuable expertise they could offer. He also spoke with regard to improving communication with MLH and offered to attend all of the MLH Board Meeting to offer updates. Mr. Dutton spoke in support of the Housing Horrors Stories Open Mic Event that MLH would host on August 13th and said that he would attend the event and would be available to ask questions if needed. He also asked the Board for their feedback on The Parcel's social media efforts.

There was discussion between Mr. Dutton, members of the Board and Ms. Robertson.

11. THIS ITEM WAS REMOVED.

12. The Board will review and possibly approve a Memorandum of Understanding (MOU) between the Mono County Department of Behavioral Health and Mammoth Lakes Housing, Inc. for the purpose of establishing a Latino Housing Advocacy Group – action item

Executive Director Patricia Robertson outlined the information in the staff report. Ms. Robertson spoke about hiring someone to lead the development of a Latino Housing Advocacy Group. She mentioned that there was a correction that needed to be made to the document, which was that once the MLH Board approved the Memorandum of Understanding (MOU) it would be executed by the Mono County Chief Administrative Officer and the MLH President and at that point it would be effective, it did not need to go to the Board of Supervisors.

Ms. Robertson introduced Mono County Behavioral Health (MCBH) Services Mental Health Services Act Coordinator Amanda Greenberg and said that Ms. Greenberg would describe where MLH was in the process and the intention of the staff position.

Ms. Greenberg spoke about the importance of forming a partnership with MLH to establish a Latino Housing Advocacy Group. She described the Homeless Mentally Ill Outreach and Treatment Program funding that MCBH had received and how those funds would be utilized. She also described the purpose for creating a position that would lead the development of the Latino Housing Advocacy Group.

There was discussion between Ms. Greenberg, Ms. Robertson and members of the Board.

ACTION: It was moved by President Kirk Stapp, seconded by Board Member Stacy Corless, and carried by an 8-0 voice vote to approve the Memorandum of Understanding (MOU) between the Mono County Department of Behavioral Health and Mammoth Lakes Housing, Inc. for the purpose of establishing a Latino Housing Advocacy Group.

13. The Board will review and provide feedback on the draft Executive Director evaluation forms and process – Governance Committee – information item

Executive Director Patricia Robertson outlined the information in the staff report. Ms. Robertson asked the Board to review the draft document and process, and provide feedback which she would incorporate into the document. She said the updated document would be sent to the members of the Board to provide feedback regarding her performance and for them to forward their completed evaluations to the Governance Committee.

There was discussion between members of the Board and the Executive Director.

14. The Board will review and discuss the MLH and Sierra Housing Advocates, LLC FY 2018-19 Fourth Quarter Draft Financial Statements – information item

Executive Director Patricia Robertson presented the Mammoth Lakes Housing and Sierra Housing Advocates, LLC FY 2018-19 Fourth Quarter Draft Financial Statements.

There was discussion between Ms. Robertson and members of the Board.

15. MLH Monthly Update – information item

Executive Director Patricia Robertson presented the MLH Monthly Status Report. Ms. Robertson announced MLH's Open Mic Night on August 13th from 8:00-9:00 p.m. at the Liberty Bar and said the event would be an open forum for the public to discuss housing issues. She invited the Board Members to attend the event and share their personal housing stories.

There was discussion between Ms. Robertson and members of the Board.

16. The Board will reschedule the regular Board meeting in September – action item

Executive Director Patricia Robertson suggested that the September meeting be moved to Monday, September 9th at 5:30 p.m. since the regularly scheduled meeting fell on Labor Day.

There was discussion between Ms. Robertson and members of the Board.

ACTION: It was moved by President Kirk Stapp, seconded by Board Member Tom Hodges and carried by an 8-0 voice vote to reschedule the regular Board meeting in September to Monday, September 9th at 5:30 p.m.

17. Updates from Committees – information item

a. Governance (standing)
Kirk, Stacy, Agnes

Board Member Stacy Corless said that the Governance Committee had been working with the Executive Director to create the draft document for her upcoming performance review.

There was discussion between Ms. Robertson and members of the Board.

b. Diversity, Equity, & Inclusion (standing)
Zoraya, Jiselle, John

Board Member Jisselle Kenny reported that the committee had met and discussed guidelines for future meetings. Ms. Kenny said that they had also discussed Diversity, Equity and Inclusion (DEI) training. She also noted that now that John Wentworth had been replaced as the Town appointed representative for MLH by President Kirk Stapp, Mr. Stapp needed to be added to the DEI committee.

There was discussion between members of the Board and Ms. Robertson.

c. Programs & Housing Development (ad-hoc)
Tom, Richard, Lindsay

Board Member Tom Hodges said the committee had met and that he would give a report at the next meeting.

Board Member Lindsay Barksdale said she had spoken with Community and Economic Development Director Sandra Moberly a couple of times and was in the process of scheduling a formal meeting with her.

Board Member Richard Plaisted said that he had met with Executive Director Patricia Robertson. Mr. Plaisted said they had discussed the option of selling the 238 Sierra Manor property and putting the proceeds into a different property, or holding onto it as a vehicle to earn income. He reported that Country Glass had a lease option to renew for another 5 years in the building and asked about the details of their lease agreement. Mr. Plaisted asked if there were fundraising opportunities that MLH could participate in on their own or with another group to sponsor an event as a way to get MLH's name out in the public.

There was discussion between Ms. Robertson and members of the Board.

d. Marketing & Communications (ad-hoc) Jiselle, John, Stacy

Board Member Jiselle Kenny stated that this committee had not met yet. Ms. Kenny asked if the committee needed to add another member since Mr. Wentworth was no longer on the Board.

Ms. Robertson said that they did not need a third committee member.

There was discussion between Ms. Robertson and members of the Board.

18. Board Member Reports

Board Member Stacy Corless announced that Jennifer Kreitz would take over the Mono County seat on the MLH Board in September. Ms. Corless said that Mono County had hired Steve Barwick as their new Chief Administrative Officer. She said Mr. Barwick would take office on September 9, 2019.

Board Member Jiselle Kenny said that she had read about the Tioga housing project and said that she wanted to see the community push past wanting to stop new construction before it started.

Board Member Tom Hodges asked who was responsible for upkeep at Aspen Village Apartments. Mr. Hodges said he felt the poor condition of the window sills would cause additional problems as time goes on and suggested that MLH do an inspection. He also said he noticed siding peeling off some buildings on Meridian. He reminded the Board about the affordable housing conference that is coming up in Chicago.

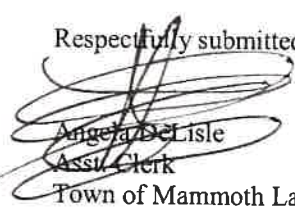
President Kirk Stapp discussed a new metal building on Manzanita Road that he felt was very interesting and suggested the Board Members take a look at it. Mr. Stapp announced that Town would likely adopt their Housing Safety General Plan Update at the next Town Council meeting.

There was discussion between members of the Board and Ms. Robertson.

19. ADJOURNMENT

The meeting was adjourned at 9:29 p.m. to the regular rescheduled meeting on September 9, 2019 at 5:30 p.m.

Respectfully submitted,


Angela DeLisle
Assn. Clerk

Town of Mammoth Lakes


Patricia Robertson
Secretary