



MAMMOTH LAKES HOUSING BOARD

MINUTES OF REGULAR MEETING

NOVEMBER 4, 2019

CALL TO ORDER

President Kirk Stapp called the meeting to order at 5:38 p.m.

ROLL CALL

President Kirk Stapp and Board Members Lindsay Barksdale, Stacy Corless, Zoraya Cruz, Tom Hodges, Jiselle Kenny and Agnes Vianzon were present. Board Member Richard Plaisted was absent. Vice President Jennifer Kreitz arrived at 5:49 p.m.

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

Executive Director Patricia Robertson outlined the information in the staff report and recapped the topics that had been discussed in the previous Work Sessions. Ms. Robertson reported that the Governance Committee met recently and said the Committee felt that a general governance training should take place. She directed the Board to the draft calendar in the packet with proposed training dates and asked for their input on which training they felt was most important. She said that the Home Investment Partnerships Program (HOME) application came out on Friday and was due in sixty days, and said that the Community Development Block Grant (CDBG) applications should come out in January and would have a deadline of sixty days to apply. Ms. Robertson recommended that there be no meeting in January.

Members of the Board and Ms. Robertson discussed various topics they would like to see covered in training sessions.

President Kirk Stapp said that during the recent Town Council Workshop, funding options for housing were a high priority. Mr. Stapp discussed various funding options.

Vice President Jennifer Kreitz recommended that each committee be appointed a lead and assigned staff person as a its MLH contact person.

Board Member Lindsay Barksdale suggested that the 5:30-6:00 time slot be used for the ad hoc sub-committee meetings going forward.

President Stapp discussed the additional need for workforce housing if the Little Nell Hotel opened.

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

PUBLIC COMMENT

There were no comments given at this time.

4. Approval of the minutes from the October 7, 2019 regular Board meeting – action item

ACTION: It was moved by Board Member Tom Hodges, seconded by Board Member Lindsay Barksdale, with Board Members Jiselle Kenny and Zoraya Cruz abstaining and with Board Member Richard Plaisted absent, and carried by a 6-0 voice vote to approve the minutes from the October 7, 2019 regular Board meeting.

5. Present Stacy Corless with a Certificate of Appreciation for her service on the Mammoth Lakes Housing Board of Directors – action item

Executive Director Patricia Robertson presented Board Member Stacy Corless with a certificate of appreciation and thanked her for her service on the Board.

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

6. The Board will participate in a facilitated discussion regarding prioritization of Strategic Plan Goals

Executive Director Patricia Robertson outlined the information in the staff report. Ms. Robertson discussed the six focus areas in the Mammoth Lakes Housing (MLH) Strategic Plan and broke down the current goals and objectives in each focus area. She asked the Board for their input regarding how the goals and objectives should be prioritized going forward.

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

SPEAKING FROM THE FLOOR:

Mammoth Lakes Chamber of Commerce (MLCC) Executive Director Ken Brengle spoke about MLCC's Workforce Housing Program which was focused on matching renters, roommates, employers, homeowners and property managers. Mr. Brengle spoke about requests that they have had from property owners regarding property management.

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

7. Review and approve the MLH and Sierra Housing Advocates, LLC FY 2019-20 First Quarter Draft Financial Statements – action item

Executive Director Patricia Robertson presented the Fiscal Year 2019/20 First Quarter Draft Financial Statements.

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

ACTION: It was moved by Vice President Jennifer Kreitz, seconded by President Kirk Stapp, with Board Member Richard Plaisted absent, and carried by a 7-0 voice vote to approve the MLH and Sierra Housing Advocates, LLC FY 2019-20 First Quarter Draft Financial Statements.

8. The Parcel Update – information item

Executive Director Patricia Robertson outlined the information in the staff report and discussed the upcoming Town Council and Planning Economic and Development Commission (PEDC) joint workshop. Ms. Robertson said she was working with Town staff regarding parking outreach for The Parcel. She said community feedback on the draft Preferred Concept Plan should be available online on November 15, and that feedback would be incorporated into the Preferred Alternative presented at the workshop on December 11. She reviewed the Summary Memo from the October 9 Town Council and PEDC joint workshop and asked the Board if they felt that the comments they as a Board had previously submitted to the Town had been incorporated into what had been generated back out to the public. She asked if the Board thought they needed to provide additional comments for the December 11 workshop. Ms. Robertson said she would prepare a draft comment letter using information gathered at this meeting and bring it back to the Board at the December meeting for them to review, revise and approve, after which she would submit it to the Town Council to be included in the agenda packet as public comment for the December 11 Town Council and PEDC joint workshop.

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

9. 238 Sierra Manor Road Update – The Board will review and possibly approve a contract for services with Kevin Daly Architects for the conversion of the property from commercial to residential – information item

Executive Director Patricia Robertson outlined the information in the staff report. Ms. Robertson reported on the design process that the Board had participated in and said that the Board may need to have a special meeting in the next two weeks to approve the draft design contract for architectural services with Kevin Daly Architects.

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

10. MLH Monthly Update – information item

Executive Director Patricia Robertson outlined the information in the Monthly Status Report.

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

11. Updates from Committees – information item

- a. Governance (standing)
Kirk, Jennifer, Stacy, Agnes

Vice President Jennifer Kreitz reported that the committee had met and discussed the information that had been presented in the last closed session regarding the Executive Director's Performance Evaluation.

There was discussion among members of the Board.

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

Executive Director Patricia Robertson reported that the committee had not met, but said she had been working on setting up Diversity training.

There was discussion among members of the Board.

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

Board Member Tom Hodges said the committee had not met.

Vice President Jennifer Kreitz said that she would take the lead on this committee.

There was discussion among members of the Board.

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

Board Member Jiselle Kenny reported that the committee had not met. Ms. Kenny said she would like to meet with Board Member Stacy Corless so Ms. Corless could update her on what the committee had previously discussed.

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

12. Board Member Reports

President Kirk Stapp reported that Apple would commit \$2.5 billion towards affordable housing in California.

Board Member Stacy Corless announced an opportunity for a Board Member to attend a Professional Ski Instructors of America (PSIA) training in her place next week in Mammoth. Ms. Corless said that PSIA was interested in getting involved in housing issues, and had asked her to speak about MLH's role and the housing issues in our region at their training. She said she would forward the information to Ms. Robertson to disseminate to the Board. Board Member Lindsay Barksdale said she was a member of PSIA and would attend on behalf of MLH.

Vice President Jennifer Kreitz spoke about the National Association of Counties, Rural Impact County Challenge Action Learning Cohort kick off meeting that she attended in Lake Placid with Executive Director Patricia Robertson, and said she would attend the California Coalition for Rural Housing (CCRH) Housing Summit in Monterey on Wednesday.

Board Member Tom Hodges reported that he had attended the Mammoth Lakes Chamber of Commerce Workforce Housing Steering Committee meeting. Mr. Hodges said he had forwarded the information regarding the San Joaquin deed restricted property that MLH had advertised to the Mammoth Mountain Skis Area employees. He said that the Mammoth Unified School District (MUSD) had been awarded their first school rehabilitation contract, and said that there would be a need for temporary housing for the construction team. He asked when the Board planned to fill the open Board seat.

Executive Director Patricia Robertson suggested that the Board create an ad hoc nominations committee to work on marketing and solicitation of applications, after which the committee would make a recommendation to the Board. She said they would likely wait until February to start the process.

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

CLOSED SESSION

13. Pursuant to Government Code Section 54957.6(a), Conference with Labor Negotiators, the Council will meet with its representatives, The Governance Committee (Kirk Stapp, Jennifer Kreitz, Stacy Corless, Agnes Vianzon) with respect to the following position: Executive Director. Announcement of Action Taken in Closed Session
OPEN SESSION

The Board went into closed session at 8:25 p.m.

The Board reconvened at 8:33 p.m.

14. Consideration of merit pay increase for the Executive Director based on the annual evaluation conducted by the Board of Directors in accordance with the organization's policy, as well as consideration of a cost of living increase.

Vice President Jennifer Kreitz reported out that the Board had accepted the labor and negotiators recommendation of a 10% bonus for the Executive Director Patricia Robertson in addition to a 2.50% Cost of Living Adjustment (COLA) retroactive to her September 2019 hire date anniversary.

Ms. Robertson accepted the COLA and bonus offer.

ADJOURNMENT

The meeting adjourned at 8:35 p.m. to the next regular meeting on December 2, 2019.

Respectfully submitted,


Angela Blaisten
Assistant Clerk
Town of Mammoth Lakes



Patricia Robertson
Secretary
Mammoth Lakes Housing, Inc.