



**Mammoth Lakes Housing Board
Regular Meeting Minutes**

**November 7, 2022, 6:00 p.m.
437 Old Mammoth Road, Suite Z, Mammoth Lakes**

Members Present: President Kirk Stapp, Vice President Jennifer Kreitz, Board Member Lindsay Barksdale, Board Member Tom Hodges, Board Member Tony Perkins, Board Member Heidi Steenstra, Board Member Brian D'Andrea, Board Member Sarah Nuttall

Members Absent: Board Member Agnes Vianzon

1. Call to Order

President Kirk Stapp called the meeting to order at 6:07 p.m. in the Council Chambers at 437 Old Mammoth Road, Mammoth Lakes, CA. President Stapp, Vice President Jennifer Kreitz, and Board Members Lindsay Barksdale and Tom Hodges attended the meeting in person, the rest of the Board attended the meeting via videoconference.

2. Assembly Bill 361 (AB 361) Findings

2.1 Adopt Resolution 2022-25 to allow virtual Board meetings to continue during the Covid-19 pandemic declared emergency

Vice President Jennifer Kreitz reported that Assembly Bill (AB) 361 would end in February 2023, due to Governor Gavin Newsom's plan to end the COVID-19 State of Emergency on February 28, 2023.

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

Moved by Board Member Lindsay Barksdale
Seconded by President Kirk Stapp

Adopt Resolution 2022-25 to allow virtual Board meetings to continue during the Covid-19 pandemic declared emergency.

For (7): President Kirk Stapp, Vice President Jennifer Kreitz, Board Member Lindsay Barksdale, Board Member Tom Hodges, Board Member Tony Perkins, Board Member Heidi Steenstra, and Board Member Brian D'Andrea

Absent (2): Board Member Agnes Vianzon, and Board Member Sarah Nuttall

Carried (7 to 0)

3. Public Comments

There were no comments given at this time.

4. Consent Agenda

Moved by Vice President Jennifer Kreitz
Seconded by Board Member Tom Hodges

Approve the Consent Agenda.

For (7): President Kirk Stapp, Vice President Jennifer Kreitz, Board Member Lindsay Barksdale, Board Member Tom Hodges, Board Member Tony Perkins, Board Member Heidi Steenstra, and Board Member Brian D'Andrea

Absent (2): Board Member Agnes Vianzon, and Board Member Sarah Nuttall

Carried (7 to 0)

4.1 Approve the Minutes from the Regular October 3, 2022 Board Meeting

4.2 Approve the Minutes from the Special October 26, 2022 Board Meeting

5. **Policy Matters**

5.1 **The Board will consider a proposal from Inyo County to partner on a CalEPA grant for Environmental Assessment consulting at a potential housing site in Lone Pine**

Executive Director Patricia Robertson outlined the information in the staff report.

Board Member Sarah Nuttall joined the meeting at 6:16 p.m.

PUBLIC COMMENT:

Inyo County Assistant County Administrator Meaghan McCamman said that she recognized the amount of work MLH had taken on with the transition of the Continuum of Care (CoC), and with the new developments in Mono County and said that Inyo County's goal was to minimize the amount of time that MLH would spend on this grant and that they planned to take on the bulk of the work themselves and were mostly looking to add MLH's name on the grant to pass it through.

Inyo County Planning Director Cathreen Richards spoke about a similar situation in which Inyo County had partnered with and was the applicant for a grant with the California Department of Fish and Wildlife (CDFW) and CDFW did all the work after she submitted the application. Ms. Richards said that with regard to the grant being discussed today, MLH would need to do very little other than to submit the application, and that she would be happy to assist with that process.

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

Staff was given direction to support the partnership between Inyo County and MLH on the CalEPA grant for Environmental Assessment consulting at a potential housing site in Lone Pine with potential for MLH to charge a fee for their services dependent upon the number of hours they spent on the grant.

5.2 **Discussion of Fire Development Impact Fees for Access Apartments and Innsbruck Lodge**

Executive Director Patricia Robertson outlined the information in the staff report.

SPEAKING FROM THE FLOOR:

Mammoth Lakes Fire Protection District (MLFPD) Fire Chief Ales Tomaier spoke about his Board's past reluctance to waive fees. Chief Tomaier discussed the difficulties MLFPD had with housing for their staff and spoke about how their employee and volunteer crew were structured. He proposed a one year agreement as a pilot program to see if there was a way to leverage the knowledge and expertise that MLH staff had to assist MLFPD with their housing needs in exchange for waiving the Fire Development Impact Fees on the Access Apartments and the Innsbruck Lodge and said that he would discuss options with his Board at their meeting on November 15th.

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

5.3 Workshop: The Board will participate in a workshop regarding the 20th Anniversary Rebranding and the logo design for Eastern Sierra Community Housing

Executive Director Patricia Robertson outlined the information in the Rebranding Presentation.

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

Staff and members of the Marketing and Communications Committee were given direction to make changes as discussed and bring a revised logo back to the Board for approval at a future meeting.

5.4 Discussion and possible approval of the Fiscal Year ending June 30, 2022 draft audited financial statements

Executive Director Patricia Robertson outlined the information in the Fiscal Year ending June 30, 2022 Draft Audited Financial Statements.

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

Moved by Vice President Jennifer Kreitz
Seconded by Board Member Tony Perkins

Approve Fiscal Year ending June 30, 2022 Draft Audited Financial Statements.

For (8): President Kirk Stapp, Vice President Jennifer Kreitz, Board Member Lindsay Barksdale, Board Member Tom Hodges, Board Member Tony Perkins, Board Member Heidi Steenstra, Board Member Brian D'Andrea, and Board Member Sarah Nuttall

Absent (1): Board Member Agnes Vianzon

Carried (8 to 0)

5.5 MLH Programs Update

Executive Director Patricia Robertson outlined the information in the staff report.

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

6. Committee Reports

There were no Committee Reports given.

7. Board Member Reports

There were no Board Member Reports given.

8. CLOSED SESSION

The Board went into closed session at 7:48 p.m.

8.1 Pursuant to Government Code Section 54957, the Board will hold a closed session to consider the evaluation of performance of an employee, title: Executive Director.

8.2 Pursuant to Government Code Section 54956(b) and 54957.6 the Board shall hold a closed session with the Board's designated representative(s), regarding the discussion of the local agency's budget with regards to salaries, salary schedules, or compensation paid in the form of fringe benefits of its unrepresented employees (Executive Director) and may include discussion of MLH's budget and available funds and funding priorities, but only insofar as these discussions relate to providing instructions to the local agency's designated representative(s). The purpose of this is to review MLH's position and instructing MLH's designated representative(s). No action is to be taken at the closed session.

The Board returned from Closed Session at 8:46 p.m.

Vice President Jennifer Kreitz Stapp reported that there was no action taken in Closed Session.

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

President Kirk Stapp reported that the Board had gone into Closed Session and made the two following proposals: a base salary increase of \$13,652 and a bonus of \$5,000.

There was discussion among members of the Board.

Moved by Vice President Jennifer Kreitz

Seconded by Board Member Lindsay Barksdale

Approve a base salary increase in the amount of \$13,652 per year and a bonus in the amount of \$5,000.

For (8): President Kirk Stapp, Vice President Jennifer Kreitz, Board Member Lindsay Barksdale, Board Member Tom Hodges, Board Member Tony Perkins, Board Member Heidi Steenstra, Board Member Brian D'Andrea, and Board Member Sarah Nuttall

Absent (1): Board Member Agnes Vianzon

Carried (8 to 0)

10. Adjourn

The meeting was adjourned at 8:48 p.m.



Angela Plaisted, Assistant Clerk
Town of Mammoth Lakes

Patricia Robertson, Secretary
Mammoth Lakes Housing, Inc.