

EXHIBIT “A”
DELIVERABLES
MAMMOTH LAKES HOUSING

Mammoth Lakes Housing (MLH) ~~is the Town of Mammoth Lakes’ Office Partner on affordable and workforce housing. Since 2002, the nonprofit, continues to implements a number of a variety of affordable housing programs and projects to increase and preserve community housing assets for both homeownership and rental, securing nearly \$62 million to date—an average of \$3 million annually. designed to increase the amount of affordable housing and to preserve existing affordable housing in the Town of Mammoth Lakes. MLH’s mission is to support community housing for a viable economy and a sustainable community. The organization works to achieve that goal through grant applications, operating assistance programs, partnerships, advocacy, fundraising, and more. MLH operates programs that assist households earning low- and moderate-incomes. Funding provided by the Town is designed to support the ongoing work program and implementation of the deliverables below which support polices and strategies outlined in the Community Housing Action Plan (CHAP) and Housing Element Update (2019-2027), works to support and facilitate community housing at all income levels, with the priority being low to moderate income levels (50%–80% AMI levels).~~

DELIVERABLES

1. Be THE Community Resource on Housing

- a. Continue to provide overall management and support for ~~Mammoth Lakes Housing~~MLH services
- 1. ~~and p~~Provide housing services and information to community members through:
 - a. ~~Maintain regular~~ office hours.
 - b. ~~Maintain an updated website, and~~
 - b. ~~P~~rovidinge information on housing-related resources and/or services.
 - e. ~~C~~onsider training ‘housing ambassadors’ or ‘ombudsmen’ to increase capacity.
 - c.
 - d. Provide at least two homebuyer education classes or other training opportunities annually.
 - e. Serve as a resource to the Town on housing, as needed (e.g. Community Indicators Report, Housing Element Update, etc.)
 - f. Serve on the regional Continuum of Care for homelessness program coordination.
 - g. Serve on the Chamber of Commerce’s Workforce Housing Steering Committee.
 - 2. h. Add something here about the waitlist coordination?

3.2. Creation and preservation of Deed Restricted Units (ownership and rental)

- a. Partner with the Town and Mono County to leverage the respective Revolving Loan Funds (RLF) to preserve deed restricted units.
- b. Use the Town Bridge program to add new deed restricted units, as staff capacity allows, up to three units.

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- c. Identify funding sources and develop new programs to add affordable deed restricted units. (e.g., HomeKey, Access apartments project).
- ~~4. Grant Procurement and Management~~ ~~Develop and maintain a wait list for both renters and owners, proactively match households with appropriate housing units (affordability level, family size, rental, ownership etc.), and actively market the program to encourage eligible households to get on the waitlist.~~
- ~~5.3. Seek out and apply for grants~~ to bring more money to produce new housing units and programs (e.g. mortgage assistance, rent assistance, etc.) in Mammoth Lakes
 - a. Traditional funding sources like CDBG, HOME
 - b. Non-traditional sources (e.g., Community Reinvestment Act (CRA)),
 - c. Actively manage, report, track and promote grant funding**
- ~~6.4. Provide Real Estate Services~~
 - a. Buy and sell units for Town affordable housing programs including the Bridge Program and RLF. Bridge Program and RLF units procured by MLH currently have an associated commission.
 - a.b. Any additional real estate services, such as selling Town-owned real estate, will be commission-based.
- 5. Stewardship of Existing Community Housing Assets
 - a. Ensure applicant compliance with the Kitzbuhl Regulatory Agreement
 - b. Annually monitor homeownership land trust units and Town's mortgage assistance loan portfolio
 - c. Prepare the Annual Apartment Vacancy Report
- 6. Provide Community Updates
 - 7.a. Formal updates (a minimum of two per year) to the Town Council on MLH activities with one to outline the coming year's work program.
 - 8. Provide ongoing informal updates as appropriate to Town Council and Town Staff.
 - 9.b. Submit all documents and invoices (activity delivery, setup/completion, state funds request, deed of trust, promissory note, etc.) on a timely basis.

Commented [PR2]: I'm not sure how to re-word this, or to make sense of this. I think this is more about communicating with other partners (Blizzard, Chambers, etc) and being a resource... ? Perhaps we add a sub-bullet under that item?

Commented [PR3]: "Costs of administering grants shall be paid to the extent feasible by Administration Fees available through the grant, and shall not impact the total funding available through this contract"

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Commented [PR4]: I think we could delete this one, thoughts?

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