

Truckee Tahoe Workforce Housing Joint Powers Agency (JPA)

DRAFT FIRST YEAR WORK PROGRAM

This document is an example of initial activities of the JPA

Agency Purpose

The Term Sheet indicates that the Agency will support the development of workforce housing for Member Agencies by acquiring, developing or contracting for workforce housing and could support housing programs for agency employees. As examples, the Agency may:

- Acquire rights to use of existing housing including single family, multi-family, congregate and other forms of housing owned by the private sector or other public agencies.
- Participate financially in the development of housing with the right to use all or a portion of the developed units for workforce housing.
- Dedicate agency property for use in developing workforce housing.
- Participate in the development of JPA member property through a joint project agreement.
- Encourage development of workforce housing in the Truckee-Tahoe area by other public and private agencies.
- Participate in workforce housing initiatives, studies and programs.
- Work cooperatively and in a coordinated manner with City, County and regional agencies in their efforts to foster development of workforce housing.

Agency Operations

The Term Sheet describes the various organizational structures the Agency could create to support its activities, these may include:

- The Agency will establish an office with administrative support, establish financial and accounting support and appropriate legal counsel.
- The Agency will develop a first year work plan to direct its activities through the establishment of goals and objectives. The initial year's focus will be on establishing the Agency's presence, coordinating with appropriate public and private agencies and developing a standard for review, analysis and participation in housing development opportunities.
- The Agency will avoid involvement in the public review process for projects being reviewed by cities, counties and regional agencies. The Agency will not advocate for an individual project.
- The Agency will explore various models and successful workforce housing development projects by and for public agencies throughout the state.

- The Agency will issue a position statement to potential development partners and interest groups regarding its workforce housing needs and anticipated activities as well as the processes the Agency will utilize to explore involvement in potential projects. This regimen will include such things as standardized requirements, involvement protocols and terms of potential involvement.

Project Development Process Description

The Agency could establish policies regarding its approach to soliciting and participating in potential development activities by potential partners, these policies could address:

- Minimum eligibility requirements for a potential or existing project to be considered by the Agency.
- These may include the requirement that the potential activity has been reviewed by the appropriate agency(ies) and be deemed a viable project.
- Existing projects must comply with all existing zoning, building and other codes and requirements to be considered.
- Potential development partners must meet a defined set of financial, performance, and capacity thresholds to be considered for involvement in a potential project.
- The Agency will process all interested potential projects and partners through the same set of evaluative criteria, financial and other analyses before substantive discussions regarding the project/partnership are undertaken.
- Any project under consideration must be reviewed with the various public agencies charged with reviewing and approving the project.
- The Agency will establish financial limits for participation in a partnership or project that protect the Agency and insure suitable safeguards and reserves are established prior to participation.