

Project Charter: Housing Ad-Hoc Committee

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Project Sponsor: Alison Lehman, Nevada County Chief Executive Officer

1. BACKGROUND AND PROJECT JUSTIFICATION

To advance the development of housing, as prioritized by the Board of Supervisors in their 2024 Board Objectives.

Nevada County much like the rest of the state continues to be in the midst of a significant housing crisis. With rising land and development costs as well as a lack of adequate infrastructure to support the development of higher density housing, Nevada County continually struggles to meet its regional housing needs as assigned by the State of California Housing and Community Development Department (HCD). While state and federal funding has been leveraged to assist in the development of affordable housing (residents earning 80% or less than the area median income), similar programs are lacking for workforce housing (residents earning 80-120% of the area median income). To further complicate the problem, area median incomes differ significantly between locations throughout the County. Therefore, a one size fits all approach does not work to meet the housing needs of residents at all income categories in the area which they live.

The Housing AD-Hoc Committee is charged with coordinating with similar jurisdictions, agencies, and other partners to research and review their Workforce Housing Programs and overall Housing Services to look for models that could be applied in Nevada County. The overarching goals are to: 1) to review different workforce housing programs and strategies, while using the outcomes of the 2024 Workforce Housing Survey to help guide the County's holistic approach to supporting the development of workforce housing; and 2) to gather information that will assist with informing the County regarding options for the potential future reorganization of the County's Housing Program/Services.

2. PROJECT SCOPE AND TIMELINE

The initiatives below are draft and were developed based on recommendations from the CEO Office and with input from CDA leadership. Task E is a potential multiplier outcome from performing tasks A-D.

- A. Review of Workforce Housing Programs- taking the Workforce Housing Survey into consideration
 - a. Research other Jurisdiction's Examples (3-5)
 - i. Meet with Town of Truckee to discuss what has worked and what has not
 - b. Review current County Housing Element Policies and Programs
 - c. Review state housing programs and Community Land Trusts

4. HIGH LEVEL REQUIREMENTS:

The Housing Ad-Hoc Committee consists of representatives from the Board of Supervisors, HHSA, CDA and the CEO’s office. Each member brings a unique perspective based on their area of expertise, geographical location, and life experiences. The expectations of the group are to provide technical expertise as well as the underlying passion for making the County a better place to live, work and play.

Stakeholders:

County Executive Office	County Board of Supervisors
Health and Human Services Agency	Community Development Department
Citizens of Nevada County	Nevada County Continuum of Care
Sierra Roots	Regional Housing Authority
Truckee Housing JPA	Mountain Housing Council- Housing Hub
City of Grass Valley	City of Nevada City
Town of Truckee	Nevada County Home Team
The Co-Housing Company	Hospitality House
Bright Futures for Youth	Community Land Trust (CLT)
Habitat for Humanity	Salvation Army
IGS/Facilities	Behavioral Health- Prop 1
Nevada County Housing Development Corps (AMIH)	State of California- Housing and Community Development

5. Communications Plan:

Method of Operation:

- Tasks are assigned as listed in the Functions/Responsibilities section.
- Tracking is done in ClearPoint, which may include milestones, action items, progress updates, next steps, etc.
- Team members will be required to provide necessary updates to ensure thorough tracking through ClearPoint.
- Meetings will serve as an opportunity to check in on initiative statuses, pose questions, concerns, challenges, etc.
- A Teams site for this ad-hoc will allow for communication and collaboration outside of regularly scheduled meetings

Meeting Schedule:

- Full Group Meeting: Monthly- Monday prior to Board Meetings after 3pm
- Ad-Hoc Staff Meeting, if necessary: Week prior to full group meeting

6. Summary Budget:

- Budget consists of existing staff time.

Approved by (Project Sponsor): _____ Date: _____